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ABSTRACT

The contents in this catalog represent a basic collection of occupational booklets and paperbacks suitable for any library or school. It was prepared to assist librarians, teachers, counselors, and educators in obtaining free and inexpensive resources on career education. Students can also use the catalog as a reference handbook for sources of career information. The preliminary section entitled "100 Millionaire Success Stories" is based on factual cases and is included to encourage young people to develop their ideas and to take risks in business ventures. There are 217 career fields and topic areas listed alphabetically, with pamphlet titles and major sources given within each field. Complete addresses of 403 sources are listed alphabetically at the back of the catalog. It is suggested that sources can be used for developing vertical files, pamphlet collections, counselor libraries, and curriculum material centers. Of the 1,216 items listed, 604 are free to librarians and teachers and the remaining are priced at no more than \$3.00. (TA)

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CAREER EDUCATION PAMPHLETS

(A LIBRARY OF 1200 FREE AND INEXPENSIVE SOURCES)



PLUS: "100 MILLIONAIRE SUCCESS STORIES"



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Where Important Careers Begin

BY
DALE E. SHAFFER

1976

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(Resume Format)

(Resume Format)

RESUME OF

(Name)

(Address)

(Phone)

POSITION DESIRED: _____

PERSONAL:

Birth Date: _____. Health: _____

Height: _____. Physical Defects: _____

Weight: _____. Military: _____

EDUCATION: (Schools, degrees, dates, fields of study, honors)

WORK EXPERIENCE: (Duties, employers, dates, salaries, reasons for leaving)

SPECIAL ACCOMPLISHMENTS, SKILLS, AND INTERESTS:

(Publications, patents, machine skills, community activities, hobbies)

REFERENCES: (Names, positions, and addresses; placement offices having
personal files)

ABOUT THIS BOOK

This catalog was prepared to assist librarians, teachers, counselors, and educators in obtaining free and inexpensive resources on career education. The contents represent a basic collection of occupational booklets and paperbacks suitable for any library or school. Students will find the catalog useful as a reference handbook for sources of valuable career information. The preliminary section entitled "100 Millionaire Success Stories" is based on factual cases and is included in this book to encourage young people to develop their ideas and to take risks in business ventures.

There are 217 career fields and topic areas listed alphabetically, with pamphlet titles and major sources given within each field. Complete addresses of 403 sources are listed alphabetically at the back of the book. Addresses may, of course, change from time to time. All sources are excellent for developing vertical files, pamphlet collections, counselor libraries, and curriculum material centers.

Of the 1,216 items listed, 604 are free to librarians and teachers. No item is priced over \$3.00. Understandably, the supply of certain free items may eventually become exhausted. In some cases, different titles will be sent as replacements.

It is recommended that only one copy of each free publication be requested. The person making the request should ask for a specific title rather than make a blanket request for all the free materials available. If possible, use library or school letterhead stationery, identify yourself as a teacher or librarian, and include a return mailing label. Every letter of request for free materials should contain a statement that the SUPPLIER IS TO DISREGARD THE REQUEST IF THE SUPPLY OF FREE MATERIAL IS EXHAUSTED. There is no need for a supplier to waste time and postage on a service which he offers free. NEITHER THE SUPPLIER NOR THE AUTHOR CAN POSSIBLY GUARANTEE THE CONTINUED AVAILABILITY OF EVERY ITEM LISTED.

Payment by check should be enclosed with orders for those publications having a price. Unless prepaid, many orders for inexpensive pamphlets will not be filled. Librarians interested in developing a career library may want to write all sources and request complete lists of publications available.

In addition to the titles listed herein, there are at least four basic reference sources which should be included in every career education library: (1) THE OCCUPATIONAL OUTLOOK HANDBOOK (U.S. Dept. of Labor, Bureau of Labor Statistics), (2) THE ENCYCLOPEDIA OF CAREERS AND VOCATIONAL GUIDANCE (2 vols., J.G. Ferguson Pub. Co.), (3) BOOKS FOR OCCUPATIONAL EDUCATION PROGRAMS: A LIST FOR COMMUNITY COLLEGES, TECHNICAL INSTITUTES AND VOCATIONAL SCHOOLS (Edward Mapp, Bowker Co., N.Y.), and (4) LOVEJOY'S CAREER AND VOCATIONAL SCHOOL GUIDE (Simon & Schuster).

Anyone interested in organizing a pamphlet library should write for the booklet entitled "The Pamphlet Library: Use of the Sha-Frame System" (1972, 14p., \$1.00), and "Sources of Free Teaching Materials - 1975: 135 Lists to Write For Plus Over 1300 Pamphlet Titles" (1975, 58p., \$3.95). Both are available from the author.

Dale E. Shaffer
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Salem, Ohio 44460

CAREER FIELDS

(* Occupations With Most Favorable Job Market)

- | | | |
|--------------------|------------------------|-------------------------|
| * Accounting | Conservation | * Health |
| Acting | * Construction | High Fidelity Industry |
| Advertising | * Consumer Credit | Home Economics |
| Aeronautics | Cooperative Education | Hospital Administration |
| Aerospace | Cosmetology | Hospital Work |
| * Agriculture | Counseling | Hotel Administration |
| Agronomy | Criminology | |
| * Air Conditioning | Dairy Industry | Illuminating Engineers |
| Air Force | Dance | Industrial Design |
| Air Force ROTC | * Data Processing | * Inhalation Therapists |
| Airline Stewardess | * Dental Hygiene | * Insurance |
| * Airlines | * Dentistry | Interior Design |
| Anthropology | * Diesel Equipment | Interviewing |
| Apparel Industry | * Dietetics | Job Application |
| Apprenticeship | Distributive Education | Job Resume |
| Archaeology | * Drafting | * Journalism |
| * Architecture | Drugs | |
| Army | Dry Cleaning | * Laboratory Technician |
| * Art | | Landscaping |
| Art, Commercial | Ecology | Law |
| Astronomy | * Economics | * Law Enforcement |
| * Automotive | Education Services | Leather |
| | * Electrical Trades | Legislation, Career |
| Baking Industry | Electronics | Librarianship |
| * Banking | Employment | |
| Barbering | * Engineering | Machinist |
| Beautician | English | Marine Corps |
| Biography | Environment | * Marketing |
| Biology | Equal Employment | Material Handling |
| Botany | Examinations | Mathematics |
| Boy Scouting | * Fashion | * Medical Research |
| Boy's Club | * F.B.I. | * Medical Technology |
| Broadcasting | Financial Aid | * Medicine |
| * Business | Fire Protection | Mental Health |
| | * Food Science | Merchant Marine |
| Camp Fire Girls | * Food Service | Metallurgy |
| Career Development | Foreign Languages | * Meteorology |
| Career Education | Foreign Service | Microbiology |
| Career Guidance | * Forestry | Military Academy |
| Career Information | | Mining |
| Career Planning | Gas Industry | Ministry |
| Carpentry | Gemology | Mortuary Science |
| * Ceramics | Geography | * Music |
| * Chemistry | * Geology | |
| * Chiropractic | * Geophysics | Navy |
| Citrus Industry | Gifted | Nuclear Science |
| Civil Service | Girl Scouting | * Nursing |
| Coaching | Graphic Arts | Nutrition |
| * Coal Industry | | |
| Coast Guard | Handicapped | * Occupational Therapy |
| College | | Oceanography |
| Communications | | |

Oil Industry
 Optics
 * Optometry
 Orthoptics
 Osteopathy
 Overseas Work

 Paper Industry
 Park Service
 Pathology
 * Personnel Work
 * Petroleum Engineering
 Pharmacy
 * Photography
 Physical Education
 Physical Sciences
 * Physical Therapy
 * Physics
 Physiology
 Podiatry
 Pollution Control
 Professions
 Psychiatry
 Psychology
 Public Relations
 Publishing

 Radiation Science
 Real Estate
 * Recreation
 Red Cross
 Rehabilitation
 Religious Work
 * Retailing
 Retarded
 Retirement

 Safety Education
 * Safety Engineering
 * Sales
 Schools
 * Science
 Science Teaching
 Scrap Metal
 * Secretarial Science
 * Social Work
 Soil Conservation
 Soil Science
 Special Education
 * Speech
 * Statistics
 Stock Market
 Summer Employment

 Tax Work
 Teaching

Technical Writing
 Technology
 Television
 * Textiles
 Traffic Management
 Trucking

 Veterans Administration
 Veterinary Medicine
 VISTA
 Visually Handicapped
 Vocational Education
 Vocational Schools

 Waitering
 Watch Repairing
 * Welding
 Welfare
 Women
 Writing

 X-Ray Technicians

 YMCA
 YWCA



A Career is A Lifestyle



"100 MILLIONAIRE SUCCESS STORIES"

1. PET ROCKS
Gary Dahl, of Los Gatos, California, made one million dollars in 90 days. He wrote a funny little manual on care and training of pet rocks, packaged it with the rock in a cardboard carrying case, and sold it for \$4.00.
2. BARBERING
Norris Womack, of Texas, is a multimillionaire who owns two ultra-swanky barber shops, operates a barber college, and markets his own line of hair products. His philosophy is that Texans are willing to pay extra well for the best of something they really want.
3. TOLL FREE DIGEST
Paul Montana has become financially successful by publishing the "Toll Free Digest", which lists thousands of "800" numbers that can be called free of charge. A half million books have been printed in three years.
4. LIFE INSURANCE
Wes Wyatt, of Stillwater, Oklahoma, became a multimillionaire by being a super salesman. He owns a life insurance agency and investment company. His first job was selling sewing machines door-to-door.
5. CRUNCHY GRANOLA
Wayne Schlotthauer, of Paradise, California, started in a small bakery, went into the garbage business, then bought the recipe for Crunchy Granola. He's worth \$10 million.
6. WRITING
Anne Rice made \$1 million from her first book entitled "Interview With the Vampire".
7. DIAMONDS
Mayoshi Ikeda, a Japanese immigrant, washed dishes for \$1 an hour. Today he is a diamond wholesaler worth \$18 million.
8. HOTELS
Cecil Day, of Atlanta, Georgia, runs 149 Days Inns and is a millionaire 100 times over. He started as a real estate salesman and made his first million at age 20.
9. FLORIST
Arthur O. Stone, of Ft. Lauderdale, Florida, started as a delivery boy. Today he is a multimillionaire with franchises to 35 shops.
10. FOOD SERVICE
Walter S. Fong, a naturalized American citizen, owns a chain of 37 supermarkets in the Sacramento, California area. He began plucking chickens at 50 cents a day. Today his stores employ 900 people and gross \$2 million per week.

11. PLASTIC BAGS
Herman Weist, a millionaire from Louisville, Kentucky, began by peddling fruits and vegetables door-to-door. In his garage, and with only \$1000, he invented a machine to make plastic bags. His fortune followed.
12. MCDONALDS
Ray A. Kroc is worth \$500 million. He sold the original McDonald's restaurant special mixers to make 48 milkshakes at one time. Today he is chairman of the board. McDonald's does a business of \$1 billion a year.
13. PIZZA
Jeno Paulucci founded Chun King Chinese food, which grosses \$100 million a year. His second multimillion dollar corporation was Jeno's, Inc. He began as a wholesale grocery salesman, sleeping in his car and shaving in gas stations. Today Jeno's employs 1200 workers and is Duluth, Minnesota's largest employer.
14. GREETING CARDS
Joyce Clyde Hall founded Hallmark Cards, Inc., which employs 10,000 people and has annual sales of \$325 million. He began by selling perfume and imported cards door-to-door. Today he produces a billion cards a year.
15. TRUCKING
Cleo Crouch, of St. Joseph, Missouri, is worth \$3 million. He began as a terminal manager and bought out a firm for \$5,000.
16. BAKING INDUSTRY
L. S. Hartog, of Atlanta, made \$5 million in the baking and restaurant franchise business. He started in a bakery greasing cake pans, and then bought a bakery for \$750. He bought businesses, expanded, and sold at a profit.
17. CREDIT AND INVESTMENT
W. Bennett, of Atlanta, is worth \$2 million. He began as an accountant and now owns 21% interest in General Resources Corp., a conglomerate which controls seven companies.
18. INSURANCE
W. Clement Stone, Chicago insurance mogul, amassed a fortune of \$400 million. He began selling newspapers, then life insurance. With only \$100 he launched his own life insurance business.
19. PAPER INDUSTRY
Norman H. Stone, a multimillionaire, is head of a gigantic corporation which operates 24 paper mills and corrugated box plants. He started by selling paper and twine. With only \$500, he started a paper business. Today the Stone Corp. employs 3900 people and does an annual business of \$200 million.

20. APPAREL INDUSTRY

Jim Haggard, founder of the Haggard slacks empire, began as a window washer. Today his business grosses \$145 million a year. He immigrated from Lebanon to New Orleans when he was 14. He sold overalls and hit on the idea of selling overalls at a single low price. In a Dallas office building, he set up shop with secondhand sewing machines.

21. CARTOONIST

Charles Schultz, creator of the Peanuts, Charlie Brown, and Snoopy strips, has his comics appearing in 1,655 newspapers. He grosses over \$150 million a year on the strips, cards, T-shirts, etc. Schultz flunked four courses in high school. He went to work for an advertising firm as an artist and delivery boy for \$16 a week. Today 100 million people enjoy his cartoons.

22. FOOD INDUSTRY

Peter Volid, a multimillionaire, is sole owner of the King Korn Trading Stamp Co. and former owner of the Fireside Marshmallow Co. He began as a grocery clerk, messenger boy, newsboy, and macaroni salesman. He then founded the Fireside Marshmallow Co.

23. AVIATION

Bill Lear, multimillionaire from Reno, Nevada, founded the Lear Jet aviation empire. He quit school in the eighth grade and worked as an auto mechanic. He patented a car radio for Motorola, plus 175 other patents, and founded two companies.

24. GRANDFATHER CLOCKS

George T. Fowler, of Fairhope, Alabama, is worth \$5 million. The business he founded manufactures and sells grandfather clock kits. He began by obtaining jewelry on consignment and starting a jewelry store chain. His newest mail-order firm makes chandeliers.

25. CONTAINER INDUSTRY

Sam Kipnis, an immigrant, founded the National Container Corp. and sold it for \$185 million. He started in a box factory for no pay until he learned the job. With \$300, he opened a box-making shop.

26. ELECTRONICS

Ben C. Wang, worth \$2.5 million, owns 20% of Wango, Inc. After working for IBM, Ampex, and Scientific Data Systems, he founded Wango in Los Angeles to manufacture mini-computers. When he arrived from Shanghai, he had \$100 and was \$2,000 in debt.

27. PUBLISHING

Ed Uhlan, a polio victim, expanded \$5 into \$5 million. He sent out postcards asking people to pay \$300 to see their poems printed in an anthology. His autobiography "The Rogue of Publishers' Row" tells the story. His firm, Exposition Press, publishes novels, cookbooks, and other manuscripts that other publishers turn down. Residing in Massapequa, N.Y., he employs 22 people.

28. RESTAURANT CHAIN

Nick Barone, worth \$2 million, was penniless when he arrived from Italy. From one pizzeria, he expanded to five restaurants and four franchises in Chicago. He began as a dish washer and bus boy.

29. HOTELS

Kemmons Wilson, a multimillionaire from Memphis, founded the Holiday Inns. Today his firm owns 300 hotels worth \$1 billion, plus 1700 franchises. After quitting school, he took a job marking the stock board at a brokerage firm. He bought a popcorn machine and sold popcorn in a theater. His pinball machines were put in drugstores, and the profit went into construction.

30. BUSINESS

Jerry Weaver, a multimillionaire from Gadsden, Alabama, controls four manufacturing firms and is chairman of a bank board. He began as a tool and die maker, and then bought old tooling equipment. Using the equipment as collateral, he established the Dixie Tool and Die Co. As a boy, his family was so poor it had to hunt, fish, and grow food in order to eat.

31. MEAT PACKING

Nat Buring, a multimillionaire from Memphis and founder of the Buring Packing Plant, is principal stockholder of the \$9 million meat company. He quit school in the eighth grade to peddle meat in the streets. At night he made sausage in a washtub and peddled it during the day.

32. SCRAP METAL INDUSTRY

Gracie Smith, mother of six, is worth \$10 million. As an independent scrap dealer in El Dorado, Arkansas, she started by buying old batteries and copper wire. She cleaned the scrap at night and sold it to a metal broker the next day. In addition to the Benton Iron & Metal Co., she owns three other companies and is involved in several others.

33. ADVERTISING

George Lois, a multimillionaire adman from New York, heads Lois Holland Callaway, Inc. He was the first to call a Volkswagen a "beetle", and helped get Robert F. Kennedy elected as senator. He began as a designer and his creativity skyrocketed him to success.

34. FOOD SERVICE

Sherwood Johnson developed the Shakey's Pizza Parlor into a worldwide \$100 million-a-year business. With \$1700 he opened his first pizza parlor, but had to soap the windows because money was not available for curtains. Franchises were sold and in 1967 his shares were sold for \$4 million.

35. ENGINEERING

Gene Hirs, a multimillionaire from Birmingham, Michigan, founded the hydromation Filter Co. to purify oil for machines. After quitting his job at Ford, he invested \$3,000 to set up shop in his garage. Today he is worth \$5 million.

36. BANKING

Billionaire John D. MacArthur, of Singer Island, Florida, has everything but a high school diploma and college degree. He owns all the stock in the Bankers Life and Casualty Co. While selling insurance in Chicago, he came up with the idea of monthly insurance premiums. For \$2500 he bought a bankrupt company and put his idea into practice.

37. AUTOMOTIVE

John Koons, of Falls Church, Virginia, became a millionaire with Ford dealerships. As a youngster, he broke his neck in four places while swimming and has been paralyzed on one side ever since. He went into business with only \$350.

38. MAIL DELIVERY

Multimillionaire Peter Olsen could hardly speak English when he arrived 15 years ago from Germany. Today he owns the National Postal Service, a large distributor of third-class mail for businesses. Starting as a bellhop, he used his money to organize a weekly shopper newspaper business.

39. MOVIE INDUSTRY

Kirk Kerkorian, worth \$100 million, is a majority stockholder in MGM. He was kicked out of school in the eighth grade and worked as a newsboy, prize fighter, bouncer, and pinsetter. After the war he sold surplus aircraft and gained control of Western Airlines.

40. REAL ESTATE

Leonard Santini, a multimillionaire from Ft. Myers Beach, Florida, started by borrowing money to buy a mule, plow, and eight acres. He planted peppers and potatoes, used the profit to buy more acres, and kept expanding. In 1902 he could have bought all of Miami Beach for \$500. His interests in motels and shopping centers are worth \$10 million.

41. AUTOMOTIVE

Tex Collins, a millionaire from Sun Valley, California, turned a \$24,000 investment in 80 acres of Palm Beach into \$850,000. His auto parts firm does \$1 million a year. He began as a rodeo rider, stunt man, horse breeder, and drag racer.

42. RESTAURANTS

Jesus Monroy, a Mexican immigrant now living in Los Banos, California, owns a chain of 30 restaurants. Starting as a dishwasher, he is now a self-made multimillionaire. From dishwasher in a restaurant, he became manager and then owner. It took him eight years to acquire the 30 restaurants of the Fosters-West chain.

43. FOOD SERVICE

Maurice Warshaw, a multimillionaire from Salt Lake City, started re-selling junk. He set up a produce route delivering door-to-door, and then built a store. His capital was \$62. Today his Grand Central Stores consist of 17 stores grossing \$85 million a year.

44. BUILDER

Roy Speer, worth \$10 million, owns 21 companies that employ 620 people and gross \$25 million a year. He started as a shoeshine boy, earned a degree, and borrowed \$20,000 to organize a land-development company. In Florida he has built 4,000 homes, apartments, and condominiums.

45. MOBILE HOMES

Don Tidwell, a multimillionaire in Arizona, worked for a mobile home builder and then started his own company. After selling his shares for \$2.5 million, he started another firm which is worth \$20 million today. As a youngster, he lived over a chicken coop and picked cotton.

46. AUTOMOTIVE

Andy Granatelli, of Ft. Lauderdale, Florida, has made millions from five automotive and promotional companies. As chief executive of STP Corp., he increased annual sales from \$6 million to \$120 million. He started by opening an auto service station. During the Depression he almost starved.

47. BUSINESS

Luther White is president of D&H Tire Service in Kansas City. It is one of the 100 largest black-owned and operated businesses in the U.S. Seventeen years ago he left Minden, Louisiana with only \$1.18 in his pocket. He started by learning how to change tires, and then became manager. He set up his own tire service company and today it employs 49 people and grosses \$2.1 million per year. He's worth \$3.5 million.

48. IMPORTING

Korean Chris Kim turned a business selling false eyelashes from Korea into a \$15 million-a-year cosmetics business. Working his way through college, he quit a secure job as comptroller-treasurer of a pharmaceutical firm. In the first six months after starting his own business, he sold a million pairs of lashes. His luxurious estate is in Washington, D.C.

49. CARNIVAL

Allen and Irvin Deggeler, worth over \$4 million, owns the largest carnival amusement ride company in the U.S. - Deggeler Amusement Co. Quitting school at 14, they worked in a carnival before buying a secondhand Roll-O-Plane. Making the rounds with it at various carnivals, they used the profit to buy kiddie rides and expand. Today they have 100 truckloads of fun.

50. INVENTIONS

Howard Arneson, a San Francisco basement inventor, runs a business that grosses \$6.5 million a year. He started by inventing a device to clean swimming pools, and used the money to form a company. His profit in sale of the company was \$7.3 million. Jack Ryan, of Bel Air, California, made his million by inventing toys - the Barbie Doll, model racers, children radios, etc. He sells his toy inventions to the Mattel Co.

51. CONSTRUCTION

Thomas J. Origer, a multimillionaire civil engineer from Chicago, started building row houses in 1961. After building 40, he was a millionaire. Today he is worth \$10 million and recently purchased Chicago's team franchise in the new World Football League. In 1959 he had lost everything in the cement business.

52. FENCE MANUFACTURING

Benito Fernandez, a product of New York's Spanish Harlem, owns a \$4 million corporation - Typhoon Industries - that manufactures fence. Being an immigrant from Puerto Rico and unable to speak English, he had to spend seven years getting his accounting degree from Queen's College. During college, he built a home himself and sold it at a profit. Today his company has assets of \$100 million. He lives in a mansion on Long Island.

53. PAINT

Smith Johnson, a millionaire from Pauling, N.Y., is president of a rubber company. He invented the modern steel paint pail, making it possible to stack paint cans on top of one another during shipment. His company began manufacturing the pail and he received royalties on 80 million. He added to his success by patenting 16 more ideas.

54. SCRAP METAL

Alton Scott Newell, a multimillionaire from Terrell Hills, Texas, heads scrap metal processing and machine manufacturing companies with assets of \$7 million. From a low-paying job in an auto wrecking yard, he opened his own yard with \$100. He began designing and building giant shredders and balers to handle the scrap. Today his companies have annual sales of \$14 million.

55. HOTELS

Benny Binion framed his first million and displays it in his Las Vegas hotel, the Horseshoe Club. Having no schooling, he went to work with dice at age 20. Today he has the largest hotel-casino in Las Vegas.

56. AUTO DEALERSHIPS

Charles Schmitt, a millionaire who sells \$15 million worth of new and antique autos every year, has dealerships in Beverly Hills and St. Louis. He started by washing cars, and then rented a stall to set up his own business of washing and waxing cars. The business expanded into antique cars and got the St. Louis Rolls Royce agency. The next year he sold 77 pre-owned Rolls Royces.

57. AUTO LEASING

Barry Lipin is stone deaf. Yet, he is a successful auto leaser with an annual business over \$2 million. Learning to lip-read, he and his brother started the U.S. Auto Leasing Co., which leases 900 cars a year.

58. DRIVE-IN RESTAURANT

Frank Gordy flunked out of Georgia Tech. Today he earns \$3.5 million a year selling hot dogs and hamburgers in his drive-in restaurant across from the university. The Varsity Inn is the largest drive-in in the world, serving 15,000 people a day. A car-hop can earn \$12,000 a year. It all started with a hot dog stand where students could eat cheaply.

59. OIL

Louis Roussel, worth \$200 million, started by buying land leases and then selling them to oil companies at a profit. He invented and patented a device for offshore oil rigs, and continued to expand. Today he owns a bank, a newspaper, three insurance companies, real estate, and office buildings. At age 31, he was a streetcar conductor in New Orleans.

60. BUSINESS

Charles H. Percy, millionaire U.S. senator, started by selling magazines. In college he provided food and laundry services for 15 fraternities, grossing \$150,000 a year. At the Bell and Howell Camera Co. he eliminated people through the use of form letters. His ideas earned him the presidency of Bell & Howell. Sales rose from \$5 million to \$160 million.

61. WELDING EQUIPMENT

James Donovan, a millionaire from Denver, controls eight companies worth \$6 million. He began as a farm hand, barber, dishwasher, carpenter, auto mechanic, and encyclopedia salesman. Then, he developed a soldering iron that worked off a battery. Within 10 years he had a busy factory making welding equipment.

62. WHOLESALE

Isadore Hecht, a multimillionaire from Star Island, Miami, Fla., built and sold the West Indies Fruit Co. It is America's third largest importer of bananas. He then bought a Miami dog-racing track and made it a multimillion-dollar-a-year business. He started by buying fruit from farmers and bringing his wagon into Jacksonville, Florida.

63. INVESTING

Peter Traynor, worth \$6 million at age 34, heads Leverage Funding Systems, a Los Angeles corporation that invests money for 1500 physicians. He started by selling secondhand clothing, mowing lawns, and landscaping. He sold \$3 million worth of insurance the first year for Penn Mutual. The third year he wrote \$12 million. Setting up his own investment company, he made profits of over \$2 million last year. Today he lives in the Trousdale Estates near Hollywood.

64. BUSINESS

Bernard McDonough, from Parkersburg, West Virginia, is worth \$62.5 million. He owns a shovel factory, cement plant, and a New York shoe complex. He began by working for a tool-manufacturing firm in Parkersburg. Thirty-five years later he bought all the stock for \$3 million. Today he works out of a small office behind a shoe store.

65. ELECTRONICS

Milton J. Shapp, governor of Pennsylvania, is worth \$3 million. He began by driving a coal truck, and working in a small radio parts factory. He became a draftsman, salesman, and sales manager, and then invented a television booster and master community antenna. With only \$450, he started the Jerrold Corp. Eventually it employed 2100 people and had annual sales of \$50 million.

66. GASOLINE STATIONS

Tom Turner is president and board chairman of Sigmor Corp., the largest nonrefinery gasoline retailer in America. He's worth \$45 million and lives in Texas. His 436 service stations span the length and width of Texas. He began as a night attendant at a service station, and then borrowed to lease a station. His profits were used to buy other stations. At one time he couldn't afford a coat and stuffed a newspaper into his sweat shirt to break the blowing wind.

67. INVESTING

Gregory McKay, an immigrant from Holland, is worth \$8 million at age 31. Living in a mansion in Bel Air, Calif., he became a millionaire at a very young age. He started by investing small amounts in oil and cattle stock, and the Equity Funding Corp. He founded Innovest, Inc. in 1964 and in four years was a millionaire. He now owns McKay Industries, the parent company for nine subsidiaries doing \$100 million a year.

68. TEXTILES

Sidney Stern, worth \$8 million, heads his own fabric company in Los Angeles. He started in the stockroom and then sales. He opened a fabric outlet in New York and a manufacturing plant in Switzerland. At age 36 he sold them for \$3 million. He still works every day at his Stern Fabric and Lace Co. As a youngster, he dropped out of school in the ninth grade to help his poor parents.

69. BANKING

Hoke Maroon, of Miami, Florida, has controlling interest in a six-bank chain known as Floriday Commercial Banks, Inc. With only a fifth grade education, he started at the bottom as an errand boy at a bank. He was promoted to teller, bookkeeper, and cashier. Put in charge of a small loan business, he expanded to 12 offices. He made \$1 million profit when the company was sold. Today he runs a bank in Vero Beach, Florida and is a multimillionaire.

70. MACHINERY

Vern Schield, a multimillionaire from Iowa, founded the Schield-Bantam Co. to produce small, truck-mounted power cranes and excavators. He had designed a truck-mounted shovel crane out of a Model A Ford and manure spreader. The company was sold for \$4 million. His ideas for labor-saving devices came while he worked mining lime.

71. FAST-FOOD FRANCHISE

Charles Giragosian, a multimillionaire from Coral Springs, Florida, owns Chicken Unlimited, a fast-food franchise operating 200 stores in six states. He put himself through college by working as an usher in a theater, and then became manager. Starting his own business making pancake syrup, he lost out to bigger companies. Next, his hot dog stand failed. But the ice cream parlor succeeded. His profits went into building apartments, and then he started selling fried chicken. Today he's worth \$5 million.

72. RACE TRACK

Jerry Collins, a multimillionaire from Florida, owns eight race tracks and three circuses. He bought a bankrupt dog-racing track for \$5,000 and grossed \$1.8 million the first year. His eight tracks have grossed \$1 billion since he has owned them. When the Clyde Beatty-Cole Circus went broke, he bought it and made it profitable.

73. CERAMICS PRODUCTS

Stanley Preebe, from Parma Heights, Ohio, is worth \$5 million. S. J. Preebe and Associates is a nationwide leader in sales of heat refractory products used to line industrial furnaces. He began by selling magazines and newspapers. Both of his parents died while he was in high school. He worked in a foundry to put himself through college. It was while selling refractory products that he decided to start his own sales company. After three years of business loss and open-heart surgery, he knew it would be a struggle. Eventually, sales increased and tripled. He was soon a millionaire.

74. BUILDER

Roxie Gian, a multimillionaire building contractor from Hallandale, Florida, owns land, department stores, supermarkets, and racehorses. He's worth \$60 million. He quit school and worked free as an apprentice stonemason. Putting an ad in the paper for repair service, he did any kind of work including plastering, laying sidewalks, etc. He finally landed a big remodeling job in Buffalo, and then Loblaws hired him to build supermarkets. He pioneered in developing shopping plazas, having the ability to discover prime areas.

75. FOOD INDUSTRY

Lee Bickmore, chairman of Nabisco, has a personal fortune in the multimillions. He started by unloading freight cars and sweeping out offices at Nabisco. Then he became a salesman, division manager, and president. His father raised nine children on a farm and there was no money for college. He worked his way through by helping at a five-and-dime store. Today a chauffeur picks him up at his Short Hills, N.J. home.

76. BEAUTY PARLOR

Larry Mathews, a multimillionaire from New York, built a chain of beauty salons and barber shops, and sold them for \$25 million. He still owns 57 beauty salons, six beauty schools, four men's styling shops and several firms that market his line of beauty aids. He started by completing a beauty-culture course under the GI Bill. With only \$290 he started his first salon. He hit on the idea of being open 24 hours a day and it caught on like wildfire. Today he charges \$1500 for a hairdo. As a kid, he stood in the free milk line at school.

77. CAMPER TRAILERS

Eugene Vesely, of Lapeer, Michigan, is president of the Vesely Co., the world's largest manufacturer of camper trailers. His first endeavor in starting a construction company failed, but he eventually got the contract to build a school. Going into the camper business came about when he planned a trip to Alaska. He invested \$20,000 in plans and materials in building a trailer and did not want to lose the money. So, he went into the camper business full scale. Today he's a multimillionaire.

78. ADVERTISING

Donald Burr, chairman of the board of Brandwynne Advertising Agency, is a millionaire. He started by working for Hazel Bishop and Yardley of London. He took Yardley into the teenage cosmetics industry and sales for the company increased fivefold. At age 13 he learned to earn money by playing his trombone in a band.

79. RESTAURANTS

Carl Hoppi, a Bavarian immigrant at age 19, arrived in America with \$15 to his name. Today he is a multimillionaire with a chain of six restaurants and 335 food concessions on Long Island. He started as a blacksmith's helper, then bartender. He leased a hot dog stand and worked a second job as a waiter. A dining room was added to the stand and he continued to expand.

80. BANKING

Milton Grant, a multimillionaire black man from Los Angeles, is board chairman and chief stockholder of Family Savings and Loan Association. He started with a second-hand garbage truck and a third-grade education. He shined shoes and worked as a dishwasher and cook. He bought a hog farm and fed his stock the garbage he collected. His profits went into real estate and a savings and loan business.

81. REAL ESTATE

Carl Baldwin, a millionaire from Piedmont, California, had six painful operations on his clubbed feet, was poor as a child, and had only a grade school education. Today he owns land all over California. He started as a Western Union messenger boy and then sold real estate. His profits went into recreational land in California and Oregon. He still uses crutches occasionally.

82. INVENTIONS

Tony Fox, a second-grade dropout, orphan, and ex-convict, is a multimillionaire and owner of a business that markets a rubbish compactor. He started by pumping gas, and bought war-surplus spotlights and rented them to supermarkets for grand openings. His first invention was an unusual saw, the patent of which he sold. Then, a miniature snowmobile, which he sold to Studebaker for \$5 million. He founded the Pollution Packer Co. which grosses millions. His lavish home is in Bloomington, Minnesota.

83. LOCKSMITH

Marvin Oates, worth \$10 million, built a firm named Buzz Oates Enterprises. At age 12 he worked for a locksmith and soon started his own little shop in a garage. He bought a building and expanded into furniture, carpeting, and appliances. Today the firm grosses \$3.5 million.

84. FROZEN FOODS

Edward J. Piszek is sole owner of Mrs. Paul's Kitchens, Inc., doing \$60 million a year. It is a leading packager of frozen seafood and consists of five plants and 1400 employees. He started in a restaurant and found himself loaded with an overstock of seafood. He froze it and discovered that it still tasted great. His frozen food business was started with only \$450. Profit was \$10,000 the first year. Today his business is still going strong and he resides outside Philadelphia.

85. FARM MACHINERY

Byron Godberson owns Midwest Industries of Ida Grove, Iowa. It manufactures farm machinery and boating equipment. Sales are \$10 million a year. He started on the farm driving tractor, and invented a hydraulic lift to empty farm wagons. A new plant was built to produce a farm wagon, and eventually marine equipment and boat trailers. At 47 he is a multimillionaire.

86. CLOTHING

Murray Rosen, who owns a 10-store chain of women's discount stores plus two shopping centers, dropped out of grade school as a youngster. He worked as a cutter in the garment district of Manhattan, and then bought a concession stand where he sold dresses. He kept on expanding and today is a multimillionaire in Miami Beach, Florida.

87. STEEL INDUSTRY

Henry Walter, a millionaire steel executive from Chicago, started as a delivery boy and bookkeeping clerk. He worked his way up to president of the Gerrard Steel Strapping Co., which was later sold to U.S. Steel. Born in a ghetto shanty in Chicago, he studied and worked his way to financial success.

88. FOOD CHAIN

Thomas P. Raley, owner of a 34-store grocery-drug chain, is a multimillionaire. He started by working his way up from night receiving clerk to district manager of a national grocery chain. He convinced a property owner to put up a building to serve as his store. His profits were used to build other stores. He is now sole owner of Raley's, Inc., headquartered in Sacramento, California. The chain grosses \$75 million a year. As one of 14 children of a poor farmer-preacher, he spent many hours plowing behind a mule.

89. DISCOUNT STORES

D.J. Witherspoon, a multimillionaire from Omaha, Nebraska, heads a discount store empire covering 11 states and employing 3,000 people. He is worth \$100 million. As one of 16 children in a dirt-poor family, he picked cotton from sunup to sunset. Working as a janitor while he attended college, he decided to start a company to do rack-jobbing; stocking shelves in supermarkets with discount health and beauty aids. He decided to open his own discount store and four years later had 45 stores. Today his company, Pamida, Inc., operates 160 Gibson discount stores.

90. APPAREL INDUSTRY

Ralph Panico, of Sherman Oaks, Calif., runs a dressmaking business that made him a multimillionaire in five years. His first venture was the seed business which failed. His business of packaging vegetables in cellophane failed also, as did a dressmaking business and mail-order business. His dress-manufacturing firm was destroyed by fire in 1969 so he started over and finally made it big. However, he lost his eyesight shortly thereafter.

91. BAKERY

Louis Mene, worth \$2 million, could not speak a word of English when he arrived as a 17-year old immigrant. He started by cleaning the stables and horses that pulled the bakery wagons. Later, he became a delivery driver and then bought a failing bakery. Today the bakery grosses \$600,000 a year. Recently it was sold for \$1 million.

92. DANCE STUDIOS

Allan Bergandahl, having only a eighth grade education, returned from Korea flat broke in 1955. Today he and his wife are multimillionaires and own 32 Gloria Marshall Figure Control Salons providing \$5 million annual income. He started as a dance instructor and then supervisor. He reopened a closed dance studio but the owner took it back. Then, he and his wife rented space and set up their first figure salon. Profits were used for expansion. Residing in Lakewood, Calif., the Bergandahl's are worth \$3 million.

93. AUCTIONEERING

Fred Clark, a multimillionaire from Sunland, Calif., is worth \$3 million. Every day at his auction galleries he deals with the wealthy stars of Hollywood. He started by selling sand to gardeners and nurseries. He hauled and sold excess shipyard lumber and then went into contracting and building. His surplus building supply business was sold and he opened Pasadena Auction Galleries. The millions he has made are invested in real estate.

94. SEAFOODS

Henry Singleton, known as "The Shrimp King", grosses \$25 million a year from his processed seafoods business. He is the world's largest processor of shrimp, shipping vacuum-packed shrimp cocktails, breaded oysters and stuffed fish across America in his own refrigerated trucks, and around the world in his fleet of ships. He started by chopping off heads of shrimp for a fish market. After being a seaman on a freighter, he bought a boat and entered the shrimp business. He bought more boats, then sold them and began processing shrimp. Four times he mortgaged the Singleton Co. to the hilt to expand. Today he has 1,000 employees.

95. CONSTRUCTION

Alex G. Spanos is sole owner of A.G. Spanos Enterprises, a group of five construction firms in Stockton, Calif., grossing \$45 million a year. His first business was selling homemade sandwiches to cannery workers, ranch hands, and laborers. He became a labor contractor hiring Mexican farm workers and shipping 6,000 men a day. It made him a millionaire. Soon he was constructing office and apartment buildings and shopping centers. It all started with an \$800 bank loan.

96. AUTOMOTIVE

Jim O'Donnell, president of the Stutz Motor Car of America Co., manufactures America's highest priced automobile - the \$32,000 Stutz. He worked his way through college to become an accountant. He then worked for an office machine manufacturer and became a money broker - one who negotiates terms of a loan between borrower and finance company. He then started the Pres-to-Line Corp., which manufactured accessories for typewriters and computers. It boomed and he expanded into investment banking. He then bought out a bankrupt auto firm and began making the Stutz car. As a youngster, he carried buckets of water to railroad workers.

97. CITRUS INDUSTRY

Santo Consiglio, of New York, owns \$2.5 million worth of stock in Tropicana Products, Inc. The company was formed to pack citrus fruit sections in gallon jars for hotels and restaurants. It added orange juice and today grosses \$90 million a year. Consiglio started as a delivery boy for a small grocery.

98. FISHING WORMS

Fred Rhyme sells 250 million worms a year and makes \$600,000 doing it. His business, Rainbow Mealworms of Compton, Calif., ships worms live all over the world at a price of \$2.50 per thousand. It has made him a millionaire. His customers are pet shops, fish-bait stores, zoos, and university research stations. He got the idea from a friend who reared mealworms in his garage as a hobby. He rented a building and started breeding worms. Today his firm has 150 million worms in the hatching stage and 20 million ready for shipment.

99. INSURANCE

Arthur G. Gaston, a multimillionaire black man from Birmingham, Alabama, owns a bank, apartment houses, motel, and an insurance company. His success began when he became aware of the custom of Negroes to collect money from workers at payday in order to bury other Negroes. Solicitors had long lists of names and made a racket of it. He set up the Booker T. Washington Burial Society and began selling policies door-to-door. He promised the client a \$100 burial. Today the Booker T. Washington Insurance Co. has \$100 million in assets. Worth \$8 million himself, Gaston had dropped out of school as a youngster in the tenth grade.

100. MUSIC STORES

Clyde Wallichs, of Enrico, Calif., is head of the Wallichs Music City Corp., valued at \$10 million and having nine stores. His holdings are worth \$2 million. As a 23-year old, he bought a small record shop and converted it into an electronics firm. He then bought 50% of the "Music City" record store and began displaying records out where customers could browse and touch. Sales climbed from \$100,000 to \$2 million. He kept reinvesting his profits and soon was a millionaire. Today his music store chain has 290 employees.



HE WHO WORKS WITH HIS HANDS IS A LABORER.
HE WHO WORKS WITH HIS HANDS AND HIS HEAD IS A CRAFTSMAN.
HE WHO WORKS WITH HIS HANDS, HEAD, AND HEART IS AN ARTIST.



Career Education Resources

<u>SUBJECT</u>	<u>TITLE</u>	<u>ADDRESSES AT BACK</u>
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ACCOUNTING

- "Opportunities for Women in Accounting" (free). LaSalle Ext. U.
- "Your Future in Accounting" (1.95). Arco.
- OTHER SOURCES: Internal Revenue Service
United Business Schools

ACTING

- "Opportunities in Acting Careers" (2.95). Vocational Guidance Manuals.

ADVERTISING

- "Advertising: A Guide to Careers in Advertising" (.55), "What Advertising Agencies Are - What They Do - and How They Do It" (.40). American Assoc. of Advertising Agencies.
- "The Copywriter" (free), "Dear Richard" (9p., free), "The Significance of Advertising" (11p., free). American Assoc. of Advertising Agencies.
- "Jobs in Advertising" (9p., free), "Questions and Answers About Advertising" (5p., free). American Advertising Federation.
- "Opportunities in Advertising Careers" (1.95). Vocational Guidance Manuals.
- "Where Shall I Go to College to Study Advertising?" (32p., .50). Advertising Education Publications.

AERONAUTICS (See also AEROSPACE)

- "Aviation Career Guides" (set of 5 booklets, free). General Aviation Manufacturers Assoc.
- "Career Opportunities in Aviation" (24p., .50). National Aerospace Education Assoc.
- "Educational and Career Materials Currently Available" (request free listing). Federal Aviation Admin.
- "The General Aviation Story" (free). General Aviation Mfrs. Assoc.
- "National Air and Space Museum Specifications Sheets Series" (free). Smithsonian Institution, National Air & Space Mus. Lib.
- "Otto Lillienthal and Octave Chanute: Pioneers of Gliding" (free). Smithsonian Institution.
- "Your Future as a Pilot" (1.95). Arco.
- OTHER SOURCES: Academy of Aeronautics
American Institute of Aeronautics & Astronautics
National Aeronautics & Space Admin.

AEROSPACE (See also AERONAUTICS)

- "A National Aerospace Education Program" (free). American Legion.
- "Your Future in NASA: National Aeronautic and Space Administration" (1.95). Arco.

AGRICULTURE (See also DAIRY INDUSTRY)

- "Agricultural Commodity Grader" (free), "Warehouse Examiner" (free). U.S. Dept. of Agriculture.
- "Agricultural Engineering" (free), "Careers in Food Engineering" (free). Ohio State Univ. Dept. of Agr. Eng.
- "Agricultural Engineering and You" (14p., free), "Change the World?" (16p., free). American Society of Agr. Engineers.

AGRICULTURE

- "A Career in Corn" (free). Corn Refiners Assoc.
- "Career Opportunities in Agricultural Engineering" (free),
"Agricultural Engineers in Government" (free). American
Society of Agr. Engineers.
- "Farmers Home Administration" (free), "Agricultural Management
Specialist" (free), "The Loan Assistant" (free). Farmers
Home Administration.
- "Searching for a Career - Agricultural Engineering" (7p., free).
New York State College of Agriculture & Life Sciences.

AGRONOMY (See also SOIL SCIENCE)

- "Careers in Agronomy, Crop Science, Soil Science" (24p., free).
American Society of Agronomy.

AIR CONDITIONING

- "Careers Unlimited in Air Conditioning and Refrigeration" (14p.,
free). American Society of Heating, Refrig., & Air Cond. Eng.
- "Manpower Survey Report" (3.00). Air Conditioning & Refrig.
Institute.
- "Work With Your Hands and Your Head - A Career in Air Con-
ditioning" (free). Air Cond. & Refrig. Institute.
- "Your Future in Air Conditioning and Refrigeration" (1.95).
Arco.

AIR FORCE

- "U.S. Air Force Academy Catalog" (159p., free), "The Air Force
Academy: An Introduction" (16p., free), "Guide for Women
Students and High School Counselors" (free). U.S. Air Force
Academy.

OTHER SOURCES: USAF Recruiting Service

AIR FORCE - ROTC

- "The Changing Profession" (50p., free), "Achievement Through
Education" (24p., free), "A.F. ROTC Four-Year Scholarship
Program" (24p., free). Air Force ROTC.

AIRLINE STEWARDESS

- "So You Want to be an Airline Stewardess" (1.50). Arc Books.

AIRLINES

- "Airline Flight Attendant Career Guide" (free). Federal Aviation
Admin.
- "Courses Offered in the Travel Industry" (free). Braniff Ed. Sys.
- "Four Career Brochures With Photo Chart" (free). Delta Air Lines.
- "Career Fact File" (free). American Airlines.
- "Flight Attendant, Customer Services, Ramp Serviceman, Shop
Mechanic, Food Services, Reservations, Clerical" (free).
United Airlines.

OTHER SOURCES: Eastern Airlines
Trans World Air Lines

ANTHROPOLOGY

- "Career Information Bulletin" (free). American Assoc. of Phys.
Anthropologists.

APPAREL INDUSTRY (See also FASHION; TEXTILES)

- "Career in the Apparel Industry" (1.50). B'nai B'rith.

APPRENTICESHIP

- "Employment and Training Programs for Youth" (#289D, 2p., free).
Consumer Information Center.
- "Jobs for Which Apprenticeships Are Available" (14p., free),
"Apprentice Training" (8p., free), "Index to Publications of
the Manpower Administration" (4Op., free). Bureau of
Apprenticeship & Training.

APPRENTICESHIP

- "Training and Jobs for the Urban Poor" (78p., 1.50). Committee for Econ. Development.
"Where the Action Is" (16p., free). Ford Motor Co.

ARCHAEOLOGY

- "Archaeology as a Career" (11p., free), "Archaeology in American Colleges" (107p., 2.00), "Is There a Future for the Past?" (7p., .25), "Slide Catalogue" (75p., 1.00). Archaeological Institute of America.

ARCHITECTURE

- "Getting Into Architecture" (8p., free), "The New Architect" (free), "Accredited Programs in Architecture" (free). American Institute of Architects.
"Landscape Architecture, a Career" (7p., free). American Society of Landscape Architects.
"Opportunities in an Architecture Career" (2.45). Vocational Guidance Manuals.
"Opportunities in Architecture Today" (2.45). Vocational Guidance Manuals.

ARMY

- "Let Yourself Grow" (20p., free), "Begin as an Executive" (33p., free), "Join the People Who've Joined the Army" (18p., free). Dept. of the Army.
"West Point - U.S. Military Academy Catalog" (150p., free). U.S. Military Academy.

ART

- "Directory of Art Schools" (16p., free), "Careers in Art" (16p., free). National Assoc. of Schools of Art.

ART, COMMERCIAL

- "The Commercial Artist" (free), "The Copywriter" (free), "Job Getting Procedure" (free). American Advertising Fed.

ASTRONOMY

- "Astronomy and You" (free). Edmund Scientific Co.
"A Career in Astronomy" (20p., free). American Astronomical Soc.

AUTOMOTIVE

- "Automotive Engineering" (free). Society of Automotive Engineers.
"Automotive Mechanics" (free). Wayne School.
"Career Opportunities in Automotive Service" (8p., free). Motor Vehicle Mfrs. Assoc.
"Your Future as an Auto Service Technician", "Automotive Salesman", "Designer", "Stenographer", "Accountant" (all free). Ford Motor Co.
"Your Future in Automotive Service" (1.95). Arco.

BAKING INDUSTRY

- "Careers Unlimited in the Modern Baking Industry" (22p., free). American Bakers Assoc.
"Your Future in the Bakery Industry" (1.95). Arco.

BANKING

- "Bank Fact Book" (36p., 2.50), "The Story of American Banking" (76p., free). American Bankers Assoc.
"Banking Careers for Women" (free if you enclose 9 1/2" x 4" self-addressed envelope with 24 cents on it). Joyce Lain Kennedy.
"Banking: Horizons of Promise" (.50), "Faces of a Bank" (14p., .20), "School Kit" (free). American Bankers Assoc.
"A Career With the World Bank Group" (26p., free), "The Young Professionals Program" (26p., free). World Bank Group.

BANKING

"Your Future in Banking" (1.95). Arco.

OTHER SOURCES: Mortgage Bankers Assoc. of America.

BARBERING

"Find a Good Life as a Men's Hair-Stylist" (free). National Assoc. of Barber Schools.

OTHER SOURCES: Milady Pub. Co.

BEAUTICIAN (See also COSMETOLOGY)

"Your Future in Beauty Culture" (1.95). Arco.

BIOGRAPHY

"Great American Short Biographies" (256p., 1.25). Dell Pub. Co.

"Growing Up Female in America: Ten Lives" (384p., 1.50). Dell Pub. Co.

"I Always Wanted to be Somebody" (.75). Dell Pub. Co.

BIOLOGY (See also CHEMISTRY)

"Career Education and Biological Sciences" (2.40). Houghton Mifflin.

"Opportunities in the Biological Sciences" (1.95). Vocational Guidance Manuals.

BOTANY

"Botany as a Profession" (15p., free). Botanical Society of America.

BOY SCOUTING

WRITE: Boy Scouts of America.

BOYS' CLUB

"Professional Career in Boys Clubwork" (free). Boys' Clubs of America.

BROADCASTING (See also TELEVISION; COMMUNICATIONS)

"Careers in Broadcasting News" (15p., free). Radio Television News Directors Assoc.

"Careers in Radio" (.35), "Careers in Television" (.35). National Assoc. of Broadcasters.

"Opportunities in Radio and Television Broadcasting" (2.45). Vocational Guidance Manuals.

"If You Want to be a Sportscaster" (192p., 2.95). Hawthorn Bks.

"Study Guide on Broadcasting" (19p., free). National Assoc. of Broadcasters.

BUSINESS

"Accounting for Your Future" (23p., free), "Your Career as a Secretary" (22p., free), and others. Assoc. of Indep. Colleges.

"Are You Ready for Franchising?" (Small Marketers Aid, free). Small Business Admin.

"Big Business - Your Life Within It" (1.95). Nelson.

"Business Education Packet" (10 brochures free). Assoc. of Independent Colleges & Schools.

"Career Education and Business Education" (2.40). Houghton Mifflin.

"Career Education: What is it and Why We Need It" (2.00), "Career Education and the Businessman" (10 pamphlets, 1.50 each). Chamber of Commerce of U.S.

"Career Information: Business and Office Occupations" (28p., 1.00). American Vocational Assoc.

"Careers in Corporate Management" (1.50). B'nai B'rith.

"Checklist for Going Into Business" (Small Marketers Aid, free), "Finding and Hiring the Right Employee" (free). Small Business Admin.

"The Education of Businessmen" (44p., .75). Committee for Economic Development.

BUSINESS

- "A Franchising Guide for Blacks" (2.00). Pilot Books...
- "Money Making Secrets of the Millionaires" (196p., 2.95).
Prentice Hall.
- "Opportunities in Management Careers" (1.95). Vocational
Guidance Manuals.
- "Protecting and Profiting from Your Business Ideas" (2.95).
Pilot Books.
- "Small Business Bibliographies on Home Businesses, Selling by
Mail Order, Retailing, Job Printing, Apparel, Wholesaling,
Real Estate, Motels, Personnel Management, and other areas"
(leaflets, free)...ask for publication list. Small Business
Admin.
- "Starting a Business After 50" (2.00). Pilot Books.
- "Starting and Managing a Small Business of Your Own" (#5BA1.
15:1, 97p., 1.35) plus vols. on other businesses. Supt. of
Doc.
- "Turn Your Ideas Into Money" (160p., 2.95). Hawthorn Books.
- "Your Future in Your Own Business" (1.95). Arco.

OTHER SOURCES: United Business Schools Assoc.

CAMP FIRE GIRLS (See also GIRL SCOUTING)

- "To Do Something" (free). Camp Fire Girls.

CAREER DEVELOPMENT (See also WOMEN)

- "Career Development and Education, Selected Speeches" (14p.,
1.00). B'nai B'rith.
- "Career Development: Choice and Adjustment" (115p., 2.50).
College Entrance Examination Board.
- "Career Development: Self-Concept Theory" (100p., 2.50).
College Entrance Examination Board.
- "Career Development - Special Education" (290p., 2.50). Wisconsin
Dept. of Public Instruction.
- "Decision-Making and Vocational Development" (2.40). Houghton
Mifflin.
- "How to Get a Better Job" (2.95). Hawthorn Books.
- "How to Get a Higher Paying Job Now" (2.95). Hippocrene Books.
- "Human Relations Series" (13 books, .75 each). American
Technical Society.
- "Influence of Psychological Factors Upon Vocational Development"
(2.40). Houghton Mifflin.
- "New York Times 1976 Education and Career Development Directory"
(.50). New York Times.
- "Position Paper on Career Development" (20p., .50). American
Vocational Assoc.
- "Theories of Occupational Choice and Vocational Development"
(2.40). Houghton Mifflin.
- "Three Hundred-Thirty Ways to Double Your Income" (1.25).
Universal Pub.
- "Vocational Development" (2.50). National Assoc. of Women Deans.

CAREER EDUCATION (See also CAREER GUIDANCE; WOMEN)

- "AVA Task Force on Career Education: Report" (3.00). American
Vocational Assoc.
- "Career Education" (28p., 1.00). American Vocational Assoc.
- "Career Education and Industrial Education" (2.00). Houghton
Mifflin.
- "Career Education and Social Studies" (2.40). Houghton Mifflin.
- "Career Education: New Perspectives for Industrial Arts" (32p.,
2.25). American Vocational Assoc.

CAREER EDUCATION

- "Career Education Program" (185p., free). National Inst. of Ed.
- "Career Education Survival Manual: A Guidebook for Career Educators and Their Friends" (144p., 2.95). Olympus Pub. Co.
- "Career Education: What it is and Why We Need It" (20p., 2.00). American Vocational Assoc.
- "Community Careering Gamebook" (1.00), "Teacher's Guidebook" (3.00). Chronicle Guidance Publications.
- "Community is the Teacher: EBCE, Experience-Based Career Education" (22p., free). Research for Better Schools.
- "Curriculum Careering Gamebook" (1.00), "Teacher's Guidebook" (3.00). Chronicle Guidance Publications.
- "Education for Careers in the Seventies" (free). National Observer.
- "Introduction to Career Education: A Policy Paper of the U.S. Office of Education" (45p., 1.05). Supt. of Doc.
- "Liberal Studies and Career Education: Proceedings of the 36th Annual Pacific Northwest Conference on Higher Education" (63p., 3.00). Oregon State Univ. Press.
- "Olympus Career Education Needs Assessment Instruments" (Speciman package, 2.50). Olympus Pub. Co.
- "Primary/Intermediate Edition Integrating Career Education" (68p., 1.00). Wisconsin Dept. of Public Instruction.
- "Report of AVA Task Force on Career Education" (48p., 3.00). American Vocational Assoc.
- "The Role of Industrial Arts in Career Education" (18p., .75). American Vocational Assoc.
- "The Role of Postsecondary Occupational Education" (32p., 1.75). American Vocational Assoc.
- "Tested Practices: Organizing a School Counseling Program - the Priority: Career Counseling Program" (2.50). American Personnel & Guidance Assoc.

CAREER GUIDANCE (See also CAREER EDUCATION; WOMEN)

- "Arco Career Guidance Series" (43 career paperbacks, 1.95 each... write for listing). Arco Pub. Co.
- "Career Counseling for Teachers and Counselors" (2.40). Houghton Mifflin.
- "Career Guidance and the Changing World of Work" (1.00). B'nai B'rith.
- "Career Guidance in Secondary Education" (2.00). College Entrance Examination Board.
- "Career Guidance Practices for Disadvantaged Youth" (2.95). American Personnel & Guidance Assoc.
- "Career Guidance: Roles for Action - 1974" (8p., 1.00). B'nai B'rith.
- "Critical Issues in Career Guidance" (11p., 1.00). B'nai B'rith.
- "Education and Jobs - A Series of Five Pamphlets to Guide Young People to Jobs That Match Different Levels of Education and Training" (free). U.S. Dept. of Labor, Bureau of Labor Stat.
- "Matching the Applicant to the Job" (Management Aid, free). Small Business Admin.
- "New Trends in Guidance" (9p., .50). B'nai B'rith.
- "Planning, Developing and Field Testing Career Guidance Programs: A Manual and Report" (2.90). American Institutes for Research.
- "VGM Paperback Series" (1.95 each)...write for listing. Vocational Guidance Manuals.
- "What Can I Be? Careers for College Majors" (39p., 1.16). Suffolk Univ.

CAREER GUIDANCE

"What to Expect from School Counselors" (.35). Public Affairs Pamphlets.

"You and Your Job" (2.12). South-Western Pub. Co.

CAREER INFORMATION (See also CAREER PLANNING; WOMEN)

"Are You an Occupational Ignoramus?" (16p., .16). College Placement Council.

"Bibliography of Current Career Information" (2.00). American Personnel & Guidance Assoc.

"Career Briefs" (.45 each) and "Summaries and Job Guides" (.30 each) covering hundreds of careers. Careers, Inc., Largo, Fla.

"Career Opportunities Series" (Write for free list of books on various career fields, 1.25 each). Catalyst.

"Careers After High School: 251 Selected Jobs for High School Graduates" (1.25). Collier Books.

"Careers in Focus" (write for catalog on career education and information about complete program). McGraw Hill Book Co.

"Counselor's Information Service Bibliography of Current Literature" (free sample copy). B'nai B'rith.

"Employment of High School Graduate and Dropouts" (#2996, free). U.S. Dept. of Labor, Bureau of Labor Statistics.

"Guide to Indexes as a Resource for Occupations and Careers" (13p., 1.00). B'nai B'rith.

"Innovations in the Use of Career Information" (2.40). Houghton Mifflin.

"Job Facts Sheets" (write for free list covering most job areas, .50 to .80 each). Alumnae Advisory Center.

"Job Opportunity Guides" (set of 11 leaflets, free). Pennsylvania Bureau of Employment Security.

"Motivational Leaflets on Various Careers" (11 free leaflets). U.S. Dept. of Labor, Bureau of Labor Statistics.

"Need Information About a Career?" (8p., free, lists Occupational Outlook Reprints available). U.S. Dept. of Labor, Bureau of Labor Statistics.

"No Experience Necessary" (1.25). Dell Pub.

"Occupational Brief Series A on Various Fields" (1.00 each). B'nai B'rith.

"Occupational Briefs" and "Occupational Reprints" (1.00 each, write for free listing). Chronicle Guidance Pub.

"Occupational Information and Guidance" (2.40). Houghton Mifflin.

"Occupational Outlook Handbook in Brief, 1967-77" (20p., free, self-addressed gummed label must be enclosed). Joyce Lain Kennedy.

"Some Recent Occupational Literature Related to Careers in Guidance and Counseling" (3p., free). American Personnel and Guidance Assoc.

"Starter File of Free Occupational Literature" (1.50). B'nai B'rith.

"Ten Booklets on Careers" (free packet). U.S. Dept. of Labor, John F. Kennedy Fed. Bldg.

"Theory and Practice of Communicating Educational and Vocational Information" (2.40). Houghton Mifflin.

"Working for the USA" (30p., free if 9½" x 4" stamped self-addressed envelope enclosed). Joyce Lain Kennedy.

"The Young Worker" (#087D, 2p., free). Consumer Information Ctr.

CAREER INFORMATION

OTHER SOURCES: Abt Publications, 55C Wheeler St., Cambridge, Mass. 02138; American Anthropological Assoc., 1703 New Hampshire Ave. N.W., Wash., DC 20009; American Fisheries Society, 1319 - 18th St. N.W., Wash., DC 20036; American Institute of Biological Sciences, 1401 Wilson Blvd., Arlington, Va. 22209; American Institute of Planners, 1776 Massachusetts Ave. N.W., Wash., DC 20036; American Learning Systems, 1106 Jeanette Ave., Columbus, Ga. 31906; American Public Health Assoc., 1015 - 18th St. N.W., Wash., DC 20036; American Society of Range Management, 2120 S. Birch St., Denver, Colo. 80222; American Sociological Assoc., 1722 N. St. N.W., Wash., DC 20036; Career Materials, P.O. Box 4, Belmont, Calif. 94002; Central Educational Films, 1621 W. 9th St., Lawrence, Kan. 66044; Conservation Education Assoc., Box 450, Madison, Wis. 53701; Conservation Foundation, 1717 Massachusetts Ave. N.W., Wash., DC 20036; Conservation Law Society of America, Exec. Sec., 1500 Mills Tower, San Francisco, Calif. 94104; Current Affairs/Young World, 24 Danbury Rd., Wilton, Conn. 06897; Ecological Society of America, Secretary, Univ. of North Carolina, Chapel Hill, N.C. 27514; H. Wilson Corp., 55 W. Taft Drive, South Holland, Ill. 60473; Harvest Education Labs, Pelham St., Newport, R.I. 02840; Learning Tree Filmstrips, 934 Pearl St., P.O. Box 1590, Boulder, Colo. 80302; Lothrop, Lee & Shepard Co., 105 Madison Ave., NY, NY 10016; McKnight Pub. Co., Box 2854, Bloomington, Ill. 61701; Marine Technology Society, 1730 M. St. N.W., Wash., DC 20036; Mini Productions, 1321 Coraopolis Heights Rd., Coraopolis, Pa. 15108 (posters); National Educational Media, 15250 Ventura Blvd., Sherman Oaks, Calif. 91403; National Environmental Health Assoc., 1550 Lincoln St., Denver, Colo. 80203; National Sanitation Foundation, NSF Bldg., Ed. Div., Ann Arbor, Mich. 48104; Nature Conservancy, 1800 N. Kent St., Arlington, Va. 22209; National Wildlife Federation, 1412 - 16th St. N.W., Wash., DC 20036; Outdoor Writers Assoc. of America, 4141 W. Bradley Rd., Milwaukee, Wis. 53209; Scholastic Book Services, 904 Sylvan Ave., Englewood Cliffs, NJ 07632; Singer Career Systems, 80 Commerce Dr., Rochester, NY 14623; United Transparencies, Box 688, Binghamton, NY 13902; Urban Coalition, 2100 M. St. N.W., Wash., DC 20006; Water Pollution Control Federation, 3900 Wisconsin Ave. N.W., Wash., DC 20016; Wildlife Society, 3900 Wisconsin Ave. N.W., Wash., DC 20016.

CAREER PLANNING (See also CAREER INFORMATION; WOMEN)

- "Americans in Middle Years: Career Options and Educational Opportunities" (3.00). Univ. of Southern Calif. Press.
- "Career Decisions" (1.00). National Vocational Guidance Assoc.
- "Careers After High School" (1.25). Macmillan Pub. Co.
- "Careers: Exploration and Decision" (2.40). Prentice Hall.
- "Careers for the 1980's" (.25). Christian Science Monitor.
- "Careers for You" (1.75). Abingdon Press.
- "Choice Awareness: An Innovative Guidance Process" (2.60). Houghton Mifflin.
- "Choosing Your Career" (1.00). Administrative Research Associates.
- "College Student Guide to Career Planning" (2.45). Monarch Press.

CAREER PLANNING

- "College Student's Guide to Career Planning" (1.00). Rand McNally.
 - "Cross Discipline Planning" (68p., 1.95). Olympus Pub. Co.
 - "Education and Job Leaflets" (free), and "Motivational Leaflets on Various Career Areas" (free). U.S. Dept. of Labor, Bureau of Labor Statistics.
 - "Employment Outlook Reprints on Various Occupations" (free). Chamber of Commerce.
 - "Eye to the Future" (2.50). Stanwix House.
 - "Facing Facts About Career Opportunities for the High School Graduate" (31p., free). Prudential Insurance Co.
 - "Finding Your Job" (1.00). Administrative Research Associates.
 - "How to Choose Your Work" (2.40). Bruce Pub. Co.
 - "Jobs for Which a High School Education is Preferred, But Not Essential" (18p., free), "Jobs for Which a College Education is Usually Required" (18p., free), "Careers in Energy Industries" (free). Bureau of Apprenticeship and Training.
 - "Jobs '76" (2.50). Berkley Pub. Co.
 - "Let's Explore Jobs" (2.75). Broadman.
 - "Occupational Manpower and Training Needs" (#1824, 1.80). Supt. of Documents.
 - "Occupational Outlook for College Graduates" (#1786, 2.95). Supt. of Documents.
 - "Occupational Supply: Concepts and Sources of Data for Manpower Analysis" (#1816, 1.15). Supt. of Doc.
 - "Philosophy of Career Planning and Placement" (poster, 1.00). College Placement Council.
 - "Planning for Work" (1.75). Catalyst.
 - "Planning Your Career" (152p., 1.96). McGraw Hill Book Co.
 - "Planning Your Future: Some Career Considerations" (4Op., .16). College Placement Council.
 - "So You're Looking for a Job" (28p., .40). College Placement Council.
 - "Timed Writings About Careers" (2.56). South-Western Pub. Co.
 - "Viewing Your Career" (1.45). Pendulum Press.
 - "What Job For Me? Series" (18 books, 1.29 each). McGraw Hill Bk. Co.
 - "Your Future: With or Without College" (28p., 2.95). Bellman.
 - "Your Job and Your Future" (2 books, 1.29 each). McGraw Hill Bk. Co.
 - "Your Vocational Adventure" (1.65). Abingdon.
- OTHER SOURCES: WWWWW Information Services, Careerism Newsletters.

CARPENTRY

- "Opportunities in Carpentry Careers" (2.45). Vocational Guidance Manuals.

CERAMICS

- "Opportunities in Ceramic Engineering" (1.95). Vocational Guidance Manuals.

CHEMISTRY (See also BIOLOGY)

- "Career Guidance Literature Kit" (free). American Chemical Soc.
- "Careers in Chemistry" (free). Chemical Institute of Canada.
- "The Future Belongs to the Chemical Engineer" (7p., free), "The Chemical Engineer" (free), plus other leaflets. American Institute of Chemical Engineers.
- "Opportunities in the Chemical Sciences" (.95). Vocational Guidance Manuals.
- "Silica and Me: The Career of an Industrial Chemist" (2.69). American Chemical Society.

CHEMISTRY

"Your Tomorrow - A Guide to Careers in the Chemical Industry" (15p., free), "Careers for Adventurers" (4p., free).
Manufacturing Chemists Assoc.

OTHER SOURCES: American Institute of Chemists.

CHIROPRACTIC

"Kit of Career Materials" (free). American Chiropractic Assoc.

OTHER SOURCES: International Chiropractic Association.

CITRUS INDUSTRY

"World of Work as it Relates to the Citrus Industry" (elem. unit free). Sunkist Growers.

CIVIL SERVICE

"Federal Job Information Centers Directory" (free), "Working for the USA" (free), "Your First Job - A Key to Your Future" (free).
U.S. Civil Service Commission.

"Your Future in the Federal Government" (1.95). Arco.

COACHING (See also PHYSICAL EDUCATION)

"Blueprinting Your Coaching Career" (2.50). Pilot Books.

COAL INDUSTRY (See also MINING)

"Coal Aid to Higher Education" (16p., free), "Coal and Research" (18p., free), plus others. National Coal Assoc.

"Should You be a Coal Mining Engineer?" (free). Society of Mining Engineers of AIME.

COAST GUARD

"Coast Guard Film Catalogue" (10p., free), "Coast Guard History" (37p., free), "Help Yourself - A Guide to Enlisted Careers" (24p., free), "There's a Way to Help Others While You Help Yourself" (16p., free). U.S. Coast Guard, Office of Pub. Affairs.

"U.S. Coast Guard Academy Bulletin" (111p., free). U.S. Coast Guard Academy.

COLLEGE (See also VOCATIONAL SCHOOLS)

"The Case Against College" (288p., 1.95). Bantam Books.

"Facing Facts About Preparing for Your Future" (32p., free),

"Facing Facts About the Two-Year College" (32p., free), "Facing Facts About Your College Career" (31p., free). Prudential Insurance Co.

"How to Beat the High Cost of College" (2.65). Dell Pub. Co.

"The Low Tuition Fact Book" (.50). American Assoc. of State Colleges and Universities.

"Shopping for Educational Services" (#069D, 4p., free). Consumer Information Center.

"Your Career Begins at a Two-Year College" (free). American Assoc. of Community & Jr. Colleges.

OTHER SOURCES: Simon & Schuster, Lovejoy's Educational Guides. Barron's Educational Series, Guidance Library.

COMMUNICATIONS (See also BROADCASTING)

"You Can Work in the Communications Industry" (3.00). John Day Co.

CONSERVATION (See also FORESTRY; SOIL CONSERVATION)

"Careers in Wildlife Conservation" (36p., free), "For the Young Hunter" (32p., free), "Principles of Game Management" (20p., free). Olin Corp.

"Conservation Careers" (33p., 1.50). Soil Conservation Society of America.

"You Can be a Conservationist" (.25), "What Can I Do?" (.25). American Forestry Assoc.

CONSTRUCTION

- "Careers in Construction: Student Manual" (97p., 1.35). Supt. of Documents.
- "Opportunities in Building Construction" (1.95). Vocational Guidance Manuals.

CONSUMER CREDIT

- "Your Future: Careers in Consumer Credit" (20p., free). National Consumer Finance Assoc.

COOPERATIVE EDUCATION

- "Cooperative Education" (32p., 3.00)...ask for publication list. American Assoc. of Community & Jr. Colleges.
- "What is Cooperative Education?" (13p., free). Cooperative Education Assoc.

COSMETOLOGY (See also BEAUTICIAN)

- "Lesson Plans for Cosmetology Career Awareness" (write for cost and pamphlets). Milady Pub. Corp.
- "Directory of Accredited Cosmetology Schools" (free). Cosmetology Accrediting Commission.
- "Successful Careers in Beauty Culture" (29p., free). National Assoc. of Cosmetology Schools.

COUNSELING

- "Counseling" (40p., series C6, .95). Catalyst.
- "Counseling" (16p., series E6, .70). Catalyst.
- "Counseling Occupations" (Reprint Bul. 1785-102, .25). Supt. of Doc.
- "Counselor Competencies for the Eighties" (7p., .50). B'nai B'rith.
- "Counselors and Community Resources" (4p., .35). B'nai B'rith.
- "Counselor's Check-Up List" (1.00). B'nai B'rith.
- "Ethical and Legal Concerns of the Counselor" (8p., 1.00). B'nai B'rith.
- "Now Generation: Guidelines for the Counselor" (12p., .50). B'nai B'rith.
- "Promising Practices in School Counselor Role Communication" (64p., .50). Wisconsin Dept. of Public Instruction.
- "Sociodynamics in Counseling" (4p., .35). B'nai B'rith.
- "Values and Counseling" (10p., .50). B'nai B'rith.

CRIMINOLOGY (See also LAW ENFORCEMENT; F.B.I.)

- "Careers in the Criminal Justice System" (8p., free). National Council on Crime and Delinquency.
- "Criminal Justice Careers" (18p., free). National Criminal Justice Ref. Service.

DAIRY INDUSTRY (See also AGRICULTURE)

- "Occupations and Trends in the Dairy Products Industry" (186p., free). Bureau of Apprenticeship & Training.
- "This is the Dairy Industry" (14p., free). Purdue Univ.

DANCE

- WRITE: American Alliance for Health, Phys. Ed., & Recreation.

DATA PROCESSING

- "City Planning and Computers/and Careers in Systems Analysis" (free), "Space and Computers/and Careers as Customer Engineers" (free). IBM Corp.
- "Computer Careers" (24p., .40). Computer & Business Equip. Mfrs. Assoc.
- "Computer Manpower Outlook" (#1826, 1.20). Supt. of Doc.
- "Computers, People, and Data" (81p., 2.20). South-Western Pub. Co.
- "Data Processing Explained" (1.50). Alumnae Advisory Center.

DATA PROCESSING

- "Data Processing in the Veterans Administration" (12p., free). Veterans Admin.
- "Occupations in Electronic Computing Systems" (130p., free). Bureau of Apprenticeship & Training.
- "You Are a Data Processor" (69p., 2.20). South--Western Pub.
- "Your Career in Data Processing" (free). Data Processing Management Assoc.
- "Your Future in Computer Programming" (1.95). Arco.
- OTHER SOURCES: Electronic Computer Program Institute.

DENTAL HYGIENE

- "Careers in Dental Hygiene", "Dental Laboratory Technicians" (brochures, free). American Dental Hygienists' Assoc.
- "Your Future as a Dental Assistant" (1.95). Arco.

DENTISTRY

- "Dentistry - A Changing Profession" (24p., free), "Dentistry - The Career of Choice for Women" (free). American Dental Assoc.
- "Opportunities for Dentists in the Veterans Administration" (9p., free). Veterans Admin.
- "Opportunities in Dentistry Careers" (2.45). Vocational Guidance Manuals.
- "Hands That Think" (free), "Certified Dental Technician Program" (free). National Assoc. of Dental Labs.
- "Your Future in Dentistry" (1.95). Arco.

DIESEL EQUIPMENT

- WRITE: National School of Heavy Equipment Operators. Ryder Technical Institute.

DIETETICS (See also FOOD SCIENCE; NUTRITION)

- "Be a Dietitian" (free), "Careers in Dietetics" (free), "The Profession of Dietetics" (110p., 1.00). American Dietetic Assoc.
- "Dietetics in the Veterans Administration" (16p., free). Veterans Admin.
- "Your Future as a Dietician" (1.95). Arco.

DISTRIBUTIVE EDUCATION (See also VOCATIONAL EDUCATION)

- "A Chance to Choose - A Call to Serve: Planning Your Career in Distributive Education" (16p., .50). American Voc. Assoc.
- "Distributive Career Series" (5 paperbacks, 2.25 each). Fairchild Books.

DRAFTING

- "Opportunities in Drafting Today" (2.45). Vocational Guidance Manuals.
- OTHER SOURCES: American Institute for Design and Drafting.

DRUGS

- "Careers in the Food and Drug Administration" (free). Food & Drug Admin.

DRY CLEANING

- WRITE: National Institute of Dry Cleaning.

ECOLOGY (See also POLLUTION CONTROL; ENVIRONMENT)

- "Ecology and Your Career" (10p., free), plus other career pamphlets. U.S. Dept. of Labor, JFK Fed. Bldg.

ECONOMICS

- "Opportunities in Economics Careers" (1.95). Vocational Guidance Manuals.

EDUCATION SERVICES (See also TEACHING)

- "You Can Work in the Education Services" (3.00). John Day Co.

ELECTRICAL TRADES

- "Opportunities in Electrical Trades" (2.45). Vocational Guidance Manuals.

ELECTRONICS

- "Opportunities in Electrical Trades" (2.45). Vocational Guidance Manuals.
- "Opportunities in Electrical and Electronic Engineering" (.95). Vocational Guidance Manuals.
- "Your Future as an Electronic Technician" (1.95). Arco.
- "Your Future in the Electronic Computer Field" (1.95). Arco.
- "Your Future: Public, Private and Correspondence Schools" (33p., free), "Futures Unlimited" (free). Electronics Industries Assoc.

EMPLOYMENT (See also CAREER INFORMATION)

- "Publications of the Bureau of Labor Statistics" (catalog listing many free occupational pamphlets). U.S. Dept. of Labor, Bureau of Labor Statistics.
- "The U.S. Labor Force: Projections to 1990" (#156, free). U.S. Dept. of Labor, Bureau of Labor Statistics.

ENGINEERING

- "Accredited Programs Leading to First Degrees in Engineering in the U.S." (EC-20, .25). Engineers' Council for Prof. Devel.
- "After High School - What?" (EC-13, 8p.), "Career Choice" (EC-14, 16p.), and "Meeting College Costs in 1976-77: A Guide for Students and Parents" (EC-15, 8p.) all free if large self-addressed stamped envelopes enclosed. Engineers' Council for Prof. Devel.
- "Careers: Electric/Telephone Engineering" (15p., free). Rural Elec. Admin.
- "Consulting Engineering and Your Future" (14p., free). American Consulting Engineers Council.
- "A Definitive Study of Your Future in Civil Engineering" (free), "Is Civil Engineering for You?" (free). American Society of Civil Engineers.
- "Directory of Engineering Guidance Materials and Programs" (EC-16, 12p.), "Sources of Engineering Technology Career Information" (EC-17, 14p.) both free if large self-addressed stamped envelope enclosed. Engineers' Council for Prof. Devel.
- "Engineering a Better Environment" (free), "Opportunity for Tomorrow" (free), "A Future in Food Engineering" (free). American Society of Agricultural Engineers.
- "Engineering and Engineering Technology Series on Various Disciplines" (EC-90) free if large self-addressed stamped envelope enclosed. Engineers' Council for Prof. Devel.
- "Engineering: Creating a Better World" (EC-62, 20p.) and "New Careers in Engineering Technology" (EC-63, 20p.) both free if large self-addressed stamped envelope enclosed. Engineers' Council for Prof. Devel.
- "Engineering Guidance and Counseling" (53p., 2.50). American Society for Engineering Education.
- "Engineering: Lost in the Shuffle?" (EC-74, 54p.) and "The Engineering Team" (EC-69, 13p.) both free if large self-addressed stamped envelopes enclosed. Engineers' Council for Prof. Devel.
- "Engineering Technology Education, Manpower and Guidance" (80p., 2.50). American Society for Engineering Education.
- "Engineers and Engineering - Some Definitions" (18p., free), "NJIT Where Important Careers Begin" (free). New Jersey Institute of Technology.

ENGINEERING

- "Engineers Career Brief" (.35 and ask for catalog). Careers, Inc., Largo, Fla.
- "The Invisible E - The Civil Engineer" (free film loan), "Eight Leaflets on Careers in Civil Engineering" (free). American Society of Civil Engineers.
- "Job Finding for Civil Engineers" (free), "The GRAD System" (free). American Society of Civil Engineers.
- "Labor Market Analysis of Engineers and Technical Workers" (96p., 1.95). Johns Hopkins Univ. Press.
- "Make Your Career Choice Engineering" (EC-68, 20p.) and "Making It in Engineering" (EC-73, 8p.) both free if large self-addressed stamped envelopes enclosed. Engineers' Council for Prof. Devel.
- "Manual for Engineers Serving as Career Advisors" (EC-12, 48p., .75), "Engineering Guidance Ideas - Five Thoughts" (EC-60, 4p., 1.00).. Engineers' Council for Prof. Devel.
- "Manufacturing Engineering: A Rewarding Career" (free). Society of Manufacturing Engineers.
- "Minorities in Engineering" (EC-71, 9p.), "A Primer on Financial Aid for Students" (EC-76, 4p.), and "Career Guidance for Engineering" (EC-77, 32p.) all free if large self-addressed stamped envelope enclosed. Engineers' Council for Prof. Devel.
- "My Career as a Heat Transfer Engineer" (9p., free). Gen. Elec. Co.
- "The Naval Architect and Marine Engineer" (5p., free). Society of Naval Architects.
- "Opportunities in Engineering Technology" (2.45). Vocational Guidance Manuals.
- "Opportunities in Mechanical Engineering" (1.95). Vocational Guidance Manuals.
- "Series of 10 Brochures Describing Various Engineering Disciplines" (EC-70, free if large self-addressed stamped envelope enclosed). Engineers' Council for Prof. Devel.
- "Should You be a Manufacturing Engineer?" (free). Society of Mfg. Engineers.
- "Why Engineering?" (free), "How to Recognize a Potential Engineer" (free), "Engineers Making Important Things Happen - Perceptioneering" (free). American Society of Agr. Engineers.
- "The Young Engineer: A Professional Guide" (EC-40, 18p., .75), "A Professional Guide for Young Engineers" (EC-43, 48p., 2.00). Engineers' Council for Prof. Devel.
- OTHER SOURCES: Junior Engineers' Technical Society.

ENGLISH

- "Career Education and English" (2.40). Houghton Mifflin.

ENVIRONMENT (See also ECOLOGY; POLLUTION CONTROL)

- "Career Choices - Working Toward a Better Environment" (14p., free). U.S. Environmental Protection Agency.

EQUAL EMPLOYMENT

- "The First Decade" (35p., free). Equal Employment Opport. Com.

EXAMINATIONS

- WRITE: Ken-Books.

Arco Pub. Co.

FASHION (See also BEAUTICIAN; COSMETOLOGY)

- "Six Hundred and Thirty-Five Exciting Careers in the World of Fashion and Merchandising" (1.95). LIM Press.
- "Your Future in the Beauty Business" (1.95). Arco.

F.B.I. (See also CRIMINOLOGY; LAW ENFORCEMENT)

"99 Facts About the FBI" (27p., free), "FBI Career Opportunities" (free), plus other pamphlets. Federal Bureau of Invest.

FINANCIAL AID

"Federal Financial Aid Programs for Education" (#300D, 5p., free). Consumer Information Center.

"Financial Aid for Higher Education" (FS5.255:55056 1.00). Supt. of Doc.

"Ford Foundation Grants in Vocational Education" (free). Ford Foundation.

"Sources of Information on Student Aid" (.25). Research Div., National Education Assoc.

FIRE PROTECTION

"It's a Job to Save a City" (free sample copy). National Fire Protection Assoc.

OTHER SOURCES: Society of Fire Protection Engineers.

FOOD SCIENCE (See also DIETETICS; NUTRITION)

"Food Science and Technology - A Career for You" (14p., free), "Opportunities for You" (9p., free). Purdue Univ. or Institute of Food Tech.

"Food Technologists" (free). Institute of Food Technologists.

"Opportunities in Food Science and Technology" (1.95). Vocational Guidance Manuals.

FOOD SERVICE

"Cafeteria and Retail Management Careers in Veterans Administration Hospital Canteens" (free). Veterans Admin.

"Careers in the Food and Nutrition Service" (free). Food & Nutrition Service.

"Culinary Institute of America Catalog" (75p., free). Culinary Institute of America.

"Looking for a Career" (free), "Supermarket Manager" (free),

"Meatcutter" (free). National Assoc. of Food Chains.

"Opportunities in Food Preparation and Service" (1.95). Vocational Guidance Manuals.

"Today's Waitress", "Today's Busboy", "Today's Cocktail Waitress", "Today's Dishwashing Machine Operator" (2.50 each). Chain Store Pub. Corp.

"Your Future in Restaurants and Food Service" (1.95). Arco.

OTHER SOURCES: American Home Economics Assoc.
Institute of Food Technologists.
Cahners Book International.

FOREIGN LANGUAGES

"Career Education and Foreign Languages" (2.40). Houghton Mifflin.

"Opportunities in Foreign Language Careers" (2.45). Vocational Guidance Manuals.

"What Foreign Languages Shall I Study During Secondary School?" (free). Massachusetts Institute of Technology.

FOREIGN SERVICE (See also OVERSEAS WORK)

"Communications and Records Assistants" (12p., free), "Foreign Service Secretaries" (16p., free), "Secretaries, Stenographers, Typists" (14p., free), "Career Fields in the Foreign Service" (10p., free). U.S. Dept. of State.

"Foreign Service of the Seventies" (36p., .60). Supt. of Doc.

FORESTRY (See also CONSERVATION)

"American Forest Institute Program on Campus-Careers in Forestry" (free). American Forest Institute.

FORESTRY

- "Ask Any Forester" (free). Society of American Foresters.
 - "Career Profiles in Forestry, Conservation, Ecology, Environmental Management" (#FS308, .20). Supt. of Doc.
 - "Careers in Forestry at Oregon State University" (free). Dean of School of Forestry, Oregon, State Univ.
 - "Careers in the Logging Industry" (free). State of Oregon.
 - "Challenges of Forestry" (free). State Univ. College of Environmental Science and Forestry.
 - "The Forester in the Plaid Shirt" (free). Western Wood Products Assoc.
 - "A Job With the Forest Service - A Guide to Nonprofessional Employment" (#843, .15). Supt. of Doc.
 - "Opportunities in Forestry Careers" (2.45). Vocational Guidance Manuals.
 - "Opportunities Unlimited for Careers of Prestige and Profit..." (free), "The Challenge of the Forest..." (free). National Forest Products Assoc.
 - "Opportunities Unlimited in the Forest Products Industries" (15p., free), "Colleges and Universities" (free), "Schools and Colleges" (free), "Career Profiles in Forestry..." (13p., free). National Forest Products Assoc.
 - "So You Want to be a Forester?" (24p., free). American Forestry Assoc.
 - "Your Future in Forestry" (1.95). Arco.
- OTHER SOURCES: U.S. Dept. of Agriculture.

GAS INDUSTRY

- "Career Challenges in the Natural Gas Energy Industry" (.60). American Gas Assoc.

GEMOLOGY

- "The Golden Touch Booklet" (18p., free). Retail Jewelers of America.
- "Your Future as a Gemologist" (leaflet, free). Gemological Institute of America.

GEOGRAPHY

- "Geography as a Discipline" (6p., free), "Careers in Geography" (49p., free), "Geography as a Professional Field" (95p., free). Assoc. of American Geographers.

GEOLOGY

- "Employment Outlook for Environmental Scientists: Geologists, Meteorologists, Oceanographers" (#2901-01148, .30). Supt. of Doc.
- "Geology - Science and Profession" (31p., free). American Geological Institute.
- "Invitation to Geology" (1.95). Doubleday & Co.
- "Opportunities in Geology and Geological Engineering" (1.95). Vocational Guidance Manuals.
- "Penetrating New Frontiers With Mineral Engineers, Geologists, Mining Engineers, and Metallurgists..." (free). Society of Mining Engineers of AIME.

GEOPHYSICS

- "Careers in Exploration Geophysics" (16p., free). Society of Exploration Geophysicists.
- "Geophysics: the Earth in Space" (11p., free). American Geophysical Union.

GIFTED (See also SPECIAL EDUCATION)

"Guidance for Gifted Students" (8p., .50). B'nai B'rith.

GIRL SCOUTING (See also CAMP FIRE GIRLS)

"Look Into the Career of Your Life" (free), "This Way" (free).
Girl Scouts of the USA.

GRAPHIC ARTS

"Careers in Graphic Communications" (15p., free), "Is Graphic Arts the Career for You?" (9p., free). Graphic Arts Tech. Foundation.

"Graphic Communications Careers: Turning Ideas Into Images" (pamphlet/poster, free). Eastman Kodak Co.

"Opportunities in Graphic Arts Careers" (1.95). Vocational Guidance Manuals.

"Opportunities in Graphic Communications - the Printing Industry" (1.95). Vocational Guidance Manuals.

"Technical Schools, Colleges and Universities Offering Courses in Graphic Communications" (28p., free), "Answers to Some Questions About Careers in Graphic Communications" (18p., free). Graphic Arts Tech. Foundation.

HANDICAPPED (See also OCCUPATIONAL THERAPY; PHYSICAL THERAPY; VISUALLY HANDICAPPED)

"Careers for the Homebound: Home Study Opportunities" (16p., free Dec. '76). Presidents Committee on Employ. of the Handicapped.

"Counselors and Home Study Schools - A Foreward Look" (8p., .35). B'nai B'rith.

"Space Age Challenges and New Career Horizons for the Deaf" (11p., 1.00). B'nai B'rith.

"Working Together...the Key to Jobs for the Handicapped" (11p., free). AFL-CIO.

OTHER SOURCES: Council for Exceptional Children.

HEALTH (See also HOSPITAL WORK; MENTAL HEALTH; NURSING)

"AHA Health Careers Series" (10 brochures, free). Amer. Hosp. Assoc.

"Assuring a Nation's Health Resources" (32p., free), "Join the Life Corps" (free), "A New Bureau, a Sharper Focus" (20p., free). Public Health Service.

"Career Mobility: A Guide for Program Planning in Health Occupations" (25p., 1.00), "Educational Programs in the Health Field" (34p., 1.00), "1974 Survey of National Professional Health Associations" (94p., 2.50), "Whatever Happened to..." (10p., free). American Hosp. Assoc.

"Exploring Careers in Hospital and Health Administration" (16p., free), "How to Pay for Your Health Career Education - A Guide for Minority Students" (13p., free). Public Health Service.

"Exploring Health Careers Series (4 paperbacks, 2.50 to 3.00 each). Fairchild Books.

"Financial Information National Director - Health Careers" (2.95). American Medical Association.

"Health Careers Guidebook Reprints - Nursing, Environment, Medical Technology, Medical Asst., Inhalation Therapy" (free), "Health Professions Student Loan Program" (free), "Health Manpower Issues" (28p., free). Public Health Service.

"1972 Health Career Guidebook" (2nd ed., Manpower Admin., U.S. Dept. of Labor, #L1.7/2:H34/972, 2.25). Supt. of Doc.

"200 Ways to Put Your Talent to Work in the Health Field" (free). National Health Council.

HEALTH

- "200 Ways to Put Your Talent to Work in the Health Field" (free). National Health Council.
- "What is a Public Health Educator?" (free). Society for Public Health Education.
- "Where to Get Health Career Information" (free). National Health Council.
- OTHER SOURCES: Public Health Service.
American Assoc. of Health, Phys. Ed., & Rec.

HIGH FIDELITY INDUSTRY

- "Your Future in the High Fidelity Industry" (1.95). Arco.

HOME ECONOMICS

- "Career Education and Home Economics" (2.40). Houghton Mifflin.
- "Home Economics Career Series" (7 paperbacks). Prentice-Hall.
- "The Wonderful World of Home Economics" (set of 8 leaflets, .20). American Home Economics Assoc.
- "Your Future as a Home Economist" (1.95). Arco.

HOSPITAL ADMINISTRATION

- "Find a Career That Counts - In Hospital Financial Management" (free). Hospital Financial Management Assoc.
- "Your Career in Hospital Administration" (24p., free), "Graduate Programs in Hospital Administration" (6p., free). American College of Hospital Administrators.

HOSPITAL WORK (See also HEALTH; NURSING)

- "Careers in Hospital Administration - Maintenance, Medical Secretarial Services" (3.00). Fairchild Pub.
- "Careers That Count" (12p., free), "Today's Hospital - Career Center for America's Youth" (free), "Health Careers Series" (10 leaflets, free). American Hospital Assoc.
- "Your Career Opportunities in Hospitals" (36p., free). Pfizer.
- "Your Future in Hospital Work" (1.95). Arco.

HOTEL ADMINISTRATION

- "Opportunities in the Hotel Industry" (.95). Vocational Guidance Manuals.
- "Your Career in the Lodging Industry" (32p., free). American Hotel and Motel Assoc.
- "Your Future in Hotel Management" (1.95). Arco.
- OTHER SOURCES: Council on Hotel, Restaurant, & Institutional Ed.

ILLUMINATING ENGINEERS

- "Illuminating Engineer Occupational Brief" (4p., free). Illuminating Engineers Society.

INDUSTRIAL DESIGN

- "Opportunities in Industrial Design" (1.95). Vocational Guidance Manuals.

INHALATION THERAPISTS

- Write: American Assoc. for Inhalation Therapy.

INSURANCE

- "The Actuarial Profession in the U.S. and Canada" (14p., free), "Preliminary Actuarial Examinations" (30p., free). Society of Actuaries.
- "Careers in Property and Liability Insurance" (14p., free). Insurance Information Institute.
- "Insurance Career Opportunities" (24p., 1.25), "Life Opportunities" (80p., 2.25). Institute of Life Insurance.
- "A Life Career" (20p., free). Institute of Life Insurance.
- "The Life Insurance Career" (15p., free), "Life Insurance Sales - A Career for Women" (30p., free). Life Insurance Marketing & Research Assoc.

INSURANCE

- "Life Opportunities" (84p., 2.25). National Underwriter Co.
- "Opportunities in Life Insurance Sales" (2.45). Vocational Guidance Manuals.
- "The Professional Concept in Life Underwriting" (9p., 1.50), American College of Life Underwriters.
- "Two on a Career" (24p., 2.25). National Underwriter Co.
- "Why Not a Career in Life Insurance?" (free), "Your Career Path" (21p., free). National Assoc. of Life Underwriters.
- "Your Career as a Life Insurance Agent" (24p., 2.00). Institute for Research.
- "Your Future in Insurance" (1.95). Arco.

INTERIOR DESIGN

- "Interior Design Student Career Guide" (free if you enclose self-addressed long envelope). Joyce Lain Kennedy.
- "Your Future in Interior Design" (1.95). Arco.

INTERVIEWING

- "Conducting the Lawful Employment Interview" (2.00). Executive Enterprises.

JOB APPLICATION- (See also JOB RESUMES)

- "Can I Get the Job?" (31p., free), "General Motors Institute", and "The College Graduate and General Motors". Gen. Motors. Corp.
- "Career Job Guide" (1.75). National Educational Advert. Services.
- "College Placement Annual" (free to students and alumni by college and university placement offices).
- "Find Your Job and Land It" (.95). Arc Books.
- "Finding Your Job" (1.00). Administrative Research Associates.
- "Getting a Job" (2.80). Fearon Pubs.
- "Go Hire Yourself an Employer" (2.95). Doubleday & Co.
- "How Not to Write Letters of Application" (.75). Alumnae.
- "How to Beat the Establishment and Get That Job" (2.95). Borden Pub. Co.
- "How to Complete Job Application Forms" (.75). American Personnel and Guidance Assoc.
- "How to Find and Apply for a Job" (2.32). South-Western Pub.
- "How to Find the Job You Want and More" (2.50). Branden Press.
- "How to Get a Better Job Quicker" (1.50). New American Library.
- "How to Get a Higher Paying Job Now" (2.95). Hippocrene Books.
- "How to Get a Job" (21p., free), "Beginner's Guide to Work" (8p., free). Ohio Bureau of Employment Services.
- "How to Get a Job" (2.40). Bruce Pub. Co.
- "How to Get the Job You Want After Forty" (2.50). Pilot Books.
- "How to Prove You Can Do the Job" (2.95). Alumnae Advisory Ctr.
- "How to Succeed in Job-Search" (86p., 3.95). Copy-Write Artograph.
- "Job Handbook for Post College Cop-Outs" (1.25). Pocket Books.
- "Job Hunting After Forty" (1.45). Arc Books.
- "The Job Interview" (1.50). Alumnae Advisory Center.
- "Job Orientation" (2.94). Milady Pub. Corp.
- "Job You Want" (1.96). McGraw Hill Book Co.
- "The Job You Want - How to Get It" (2.32). South-Western Pub. Co.
- "Jobs and How to Get Them" (3.00). Ken-Books.
- "Jobseeking Methods Used by Unemployed Workers" (#150, free). U.S. Dept. of Labor, Bureau of Labor Statistics.
- "Merchandising Your Job Talents" (#242C, 1.10). Consumer Info. Ctr.
- "So You Want a Job" (2.50). Broadman Press.
- "Strategies for Getting the Job You Want Now" (2.50). Pilot Bks.

JOB APPLICATION

"Teenage Jobs" (.95). Dell Pub. Co.

"You and Your Job" (set of 5 booklets, 3.00). J.G. Ferguson Pub. Co.

"Your Job Campaign" (1.75). Catalyst.

JOB RESUMES (See also JOB APPLICATION)

"How to Write Your Job-Getting Resume and Covering Letter" (22p., 1.75). Copy-Write Artograph Co.

"How to Write Your Resume" (2.50). Alumnae Advisory Center.

"Job Resumes: How to Write Them, How to Present Them" (1.95). Grosset & Dunlap.

"Pathway to Your Future: The Job Resume and Letter of Application" (36p., 2.75). Bellman Pub. Co.

"Preparing a Resume" (.16). American Library Assoc.

"Resumes for Better Jobs" (2.95). Monarch Press.

"Resumes That Get Jobs" (2.00). Arco.

"Simplified Job Resume Preparation" (56p., 2.95). R.G. Hadley Co.

"Source List of Resume Writing Guides" (1.00). Education & Training Assoc.

JOURNALISM (See also WRITING)

"Journalism Careers and Scholarships" (free). Newspaper Fund.

"A Newspaper Career and You" (free). Newspaper Fund.

"100 Books for New Journalists" (free), "Information on the Road to a Career in Journalism" (free), "Journalism Scholarship Guide" (free). Newspaper Fund.

"Opportunities in Journalism Careers" (.95). Vocational Guidance Manuals.

OTHER SOURCES: American Newspaper Publishers' Assoc. Foundation. Sigma Delta Chi.

LABORATORY TECHNICIAN (See also MEDICAL TECHNOLOGY; DENTAL HYGIENE)

"A Career as a Laboratory Technician" (free). Armstrong Cork Co.

LANDSCAPING

"Opportunities in Landscape Architecture" (1.95). Vocational Guidance Manuals.

OTHER SOURCES: American Society of Landscape Architects.

LAW

"Law as a Career" (10p., free). American Bar Assoc.

"Legal and Quasi-Legal Positions in the V.A." (12p., free). Veterans Admin.

"Opportunities in a Law Career" (1.95). Vocational Guidance Manuals.

LAW ENFORCEMENT (See also CRIMINOLOGY; FBI)

"Opportunities in a Law Enforcement Career" (1.95). Vocational Guidance Manuals.

"Police Educational Characteristics and Curricula" (82p., free),

"Criminal Justice Career Opportunities" (free), "Criminal

Justice Careers" (18p., free). Law Enforcement Assistance Admin.

"Your Future in Law Enforcement" (1.95). Arco.

OTHER SOURCES: Internal Revenue Service.

LEATHER

"Let's Look at Leather" (10p., free). Wolverine World Wide.

LEGISLATION, CAREER

"Occupation and Career Education Legislation" (2.95). Sams & Co.

LIBRARIANSHIP

"Degree Requirements at the Master's Level" (.26 and self-addressed envelope), "Requirements in Addition to the Bachelor's Degree for Admission to Master's Level" (.26 and self-addressed envelope). American Library Assoc.

LIBRARIANSHIP

- "Librarians in Veterans Administration Hospitals" (6p., free).
Veterans Admin.
"Library Clerk Job Guide" (.20). Careers, Inc., Largo, Fla.
"Library Job Descriptions" (42p., 3.00). Dale E. Shaffer.
"Medical Record Fact File" (free). American Medical Record Assoc.
"Occupational Definitions for School Media Personnel" (2.50).
American Library Assoc.
"Occupations in Library Science" (75p., free). Bureau of
Apprenticeship & Training.
"Some Non-Professional Jobs in the School Library" (.25...ask
for catalog). American Library Assoc.
OTHER SOURCES: American Assoc. of Law Librarians.
Registry of Medical Technicians.

MACHINIST (See also TECHNOLOGY)

- "The Making of a Machinist" (19p., free). National Tool, Die
& Precision Machining Assoc.
"Opportunities in Machine Shop Trades" (1.95). Vocational
Guidance Manuals.

MARINE CORPS

Write: Marine Corps. Hq.

MARKETING (See also RETAILING; SALES)

- "Career Information: Marketing and Distribution" (32p., 1.00).
American Vocational Assoc.
OTHER SOURCES: Sales and Marketing Executive International.

MATERIAL HANDLING

- "Careers With Material Handling" (32p., free), "Scholarships,
Grants and Awards, Offered by MHI Member Companies" (free).
Material Handling Inst.

MATHEMATICS

- "Career Education and Mathematics" (2.60). Houghton Mifflin.
"Careers in Mathematics" (2p., free). Society for Ind. Math.
"Guidebook to Departments of the Mathematical Sciences" (1.30).
Mathematical Assoc. of America.
"Guidelines for the Preparation of Teachers of Mathematics"
(32p., 1.10). National Council of Teachers of Mathematics.
"Mathematician" (4p., free). Mail Control Unit.
"Mathematics" (73p., 1.75). Univ. of Toronto.
"Mathematics and My Career" (54p., 1.50), "How to Study
Mathematics" (27p., 1.10). National Council of Teachers of Math.
"Professional Opportunities in Mathematics" (35p., .50).
Mathematical Assoc. of America.
"Professional Training in Mathematics" (34p., .25), "Seeking
Employment in the Mathematical Sciences" (15p., free).
American Mathematical Society.
"So You're Good at Math" (12p., free). Society of Actuaries.

MEDICAL RESEARCH

- "A Career in Laboratory Animal Science and Technology" (free).
National Society for Medical Research.

MEDICAL TECHNOLOGY (See also LABORATORY TECHNICIAN)

- "Careers in Medical Technology" (19p., free). Veterans Admin.
"Wanted: Medical Technologists" (20p., .35). Public Affairs Com.
"What Kind of Career Could I Have in a Medical Laboratory?"
(15p., free), "Medical Laboratory Careers" (free poster).
American Cancer Society.
"Your Future in Medical Technology" (1.95). Arco.
OTHER SOURCES: Registry of Medical Technicians.

MEDICINE

- "For Future Doctors" (1.50). Univ. of Chicago Press.
"Getting Into Medical School" (1.95). Barron's Ed. Service.
"Horizons Unlimited" (134p., free). Eli Lilly & Co.
"Modern Surgery" (23p., free). American College of Surgeons.
"Physician Support Personnel" (29p., free), "Medical Specialty Selection" (25p., free). Public Health Service.
"What's Happening in Medicine?" (1.75). Longman.
OTHER SOURCES: American Medical Assoc.

MENTAL HEALTH (See also HEALTH; REHABILITATION)

- "Careers in Mental Health" (19p., free). National Institute of Mental Health.
"Manpower - NAMH Position Statement" (free), "Mental Health Technician" (free). National Assoc. for Mental Health.

MERCHANT MARINE

- "U.S. Merchant Marine Academy Catalog" (132p., free). U.S. Merchant Marine Academy.

METALLURGY (See also MINING)

- "A Career in Metallurgy Will Extend Your Reach" (24p., free),
"The Metallurgical Engineering Technician" (3p., free).
American Society for Metals.
"Careers in Metallurgy and Metallurgical Engineering" (free).
Metallurgical Society of AIME.

METEOROLOGY

- "The Challenge of Meteorology" (16p., free). American Meteorological Society.

MICROBIOLOGY

- "Microbiology in Your Future" (18p., free). American Society for Microbiology.

MILITARY ACADEMY

- "U.S. Military Academy" (free), "U.S. Military Academy Preparatory School" (free). U.S. Military Academy.

MINING (See also COAL INDUSTRY; METALLURGY)

- "Penetrating New Frontiers With Minerals Engineers, Geologists, Mining Engineers, and Metallurgists" (14p., free). Society of Mining Engineers of AIME.
"Careers With the Bureau of Mines" (20p., free), "The Bureau of Mines - Its Mission and Programs" (19p., free). Bureau of Mines.

MINISTRY (See also RELIGIOUS WORK)

- "The Christian Ministry/A Challenge" (16p., .60), "Financial Aid for Professional and Graduate Education" (15p., 1.00). National Council of the Churches of Christ.

MORTUARY SCIENCE

- "Funeral Service Meeting Needs...Serving People" (19p., free). American Academy.

MUSIC

- "Big Star Fallin' Mama: Five Women in Black Music" (112p., .95). Dell Pub.
"A Career in Music Education" (1.00). Music Educators Ntl. Confer.
"Careers in Music" (free). American Music Conference or Music Educators National Conference.
"Music Specialist" (free). Music Educators National Conference.
"The Music Therapist" (free). National Assoc. for Mental Health.
"Notables in Music" (free), "Women of Music" (free). American Music Conference.
"So You Want to be in Music" (1.95). Abingdon Press.

MUSIC

- "Teacher Education in Music" (2.50). Music Educators Ntl. Confer.
"What You as a Careers Counselor Need to Know About Music Therapy" (free), "A Career in Music Therapy" (free). National Assoc. for Music Therapy.

NAVY

- "Navy Training - Civilian Careers" (103p., free). Dept. of Navy.
"A Whole New World...a Whole New Navy" (30p., free). Navy Opportunity Information Center.

NUCLEAR SCIENCE (See also RADIATION SCIENCE)

- "Your Future in Nuclear Energy Fields" (1.95). Arco.

OTHER SOURCES: U.S. Atomic Energy Commission.

NURSING (See also HOSPITAL WORK; HEALTH)

- "Associate Degree Education for Nursing" (44p., .75), "Associate Degree Nursing Programs Accredited by the NLN" (2p., .25). National League for Nursing.
"Baccalaureate and Masters Degree Programs in Nursing Accredited by NLN" (2p., .25), "Baccalaureate Education in Nursing: Key to a Professional Career in Nursing" (23p., .75). National League for Nursing.
"Baccalaureate Programs Accredited for Public Health Nursing Preparation" (17p., .50), "Diploma Programs in Nursing Accredited by the NLN" (4p., .25). National League for Nursing.
"Career Goals of Hospital School of Nursing Seniors" (3.00). American Hospital Assoc.
"A Directory of Programs Preparing Registered Nurses for Expanded Roles, 1974-75" (47p., free). Public Health Service.
"Do You Want to be a Nurse?" (.35). National League for Nursing.
"Doctoral Programs in Nursing/Nurse Scientist Graduate Training Grants Program" (4p., .50), "Husband/Father/Humanitarian/Specialist/Nurse" (14p., .35). National League for Nursing.
"The Hospital School of Nursing" (12p., free). American Hosp. Assoc.
"Masters Education in Nursing: Route to Opportunities in Contemporary Nursing" (21p., .50), "Scholarships, Fellowships, Educational Grants and Loans for Registered Nurses" (11p., .50). National League for Nursing.
"Nurse Careers in the Veterans Administration" (22p., free), "Practical Nurses in the V.A." (9p., free). Veterans Admin.
"Nursing Careers in Mental Health" (free). National Institute of Mental Health.
"The Occupational Health Nurse and Eye Care" (.50). National Society for the Prevention of Blindness.
"Profile of Practical Nursing" (6p., .05), "Statement of Functions and Qualifications..." (6p., .25). National Federation of Licensed Practical Nurses.
"The Registered Nurse in the Psychiatric Setting" (free). National Assoc. for Mental Health.
"Your Career in Nursing" (16p., .75), "Education for Nursing: The Diploma Way" (29p., .75), "Practical Nursing Career" (39p., .75), "Scholarships and Loans for Beginning Education in Nursing" (11p., .50), "Baccalaureate Education in Nursing: Key to a Professional Career in Nursing" (23p., .50), plus other pamphlets. National League for Nursing.
"Your Future in Nursing Careers" (1.95). Arco.
OTHER SOURCES: American Assoc. of Nurse Anesthetists.

NUTRITION (See also DIETETICS; FOOD SCIENCE)

- "Challenges of Nutrition" (free). American Institute of Nutrition.

OCCUPATIONAL THERAPY (See also HANDICAPPED; PHYSICAL THERAPY)

- "Occupational Therapy - A New Life for the Disabled" (.35). Public Affairs Pamphlets.
- "Occupational Therapy Educational Programs" (free), "We Help Make Doing...Possible Poster" (free), plus other leaflets. American Occupational Therapy Assoc.
- "Opportunities in Occupational Therapy" (1.95). Vocational Guidance Manuals.

OCEANOGRAPHY

- "Marine Career Series" (17p., free). Univ. of Rhode Island.
- "Opportunities in Oceanography" (1.25). Smithsonian Institute.
- "So You Want to be a Marine Scientist?" (18p., free). Miami Seaquarium Public Information Office.
- "Your Future in Oceanography" (1.95). Arco.

OTHER SOURCES: National Oceanographic Assoc.

OIL INDUSTRY (See also PETROLEUM ENGINEERING)

Write: American Petroleum Institute.

OPTICS

- "Your Career in Optics" (free). Optical Society of America.

OPTOMETRY

- "Opportunities in Optometry" (2.45). Vocational Guidance Manuals.
- "Financial Aid Handbook for Careers in Optometry" (26p., free), "Information for Applicants to Schools and Colleges of Optometry" (42p., free), "What is an Optometrist?" (free) and others. American Optometric Assoc.
- "Your Future in Optometry" (1.95). Arco.

ORTHOPTICS

- "A Career in Orthoptics" (free). American Orthoptic Council.

OSTEOPATHY

- "Osteopathic Medicine" (5p., free), "The Osteopathic Profession and Its Colleges" (free), "Employment Outlook for Osteopathic Physicians" (free). American Osteopathic Assoc.
- "Osteopathic Physicians in the U.S." (34p., free). Public Health Service.

OVERSEAS WORK (See also FOREIGN SERVICE)

- "How to Get a Job Overseas" (1.45). Arc Books.
- "How to Get the Job You Want Overseas" (2.95). Pilot Books.
- "Your Future in Jobs Abroad" (1.95). Arco.

PAPER INDUSTRY

- "Careers in the Paper Industry: What's So Special About Paper?" (free). American Paper Institute.

PARK SERVICE (See also RECREATION)

- "Career Outlines" (free). National Park Service.

PATHOLOGY

- "Pathology - The Science of Disease" (16p., free). Intersociety Committee on Pathology Information.

PERSONNEL WORK

- "Careers in the College Student Personnel Profession" (16p., .25). Ball State Univ.
- "College Student Personnel Workers" (reprint bulletin #1785-23, .25). Supt. of Doc.
- "Consider the College Student Personnel Profession" (.50). Bowling Green State Univ.
- "Directory of Preparation Programs in College Student Personnel, 1973" (3.00). American Personnel & Guidance Assoc.
- "Opportunities in Personnel Management" (1.95). Vocational Guidance Manuals.

PERSONNEL WORK

"Personnel" (Series C18, 24p., .95). Catalyst.

"Personnel Administration Occupations" (7p., .45). Careers, Largo, Fla.

"Personnel Workers" (Reprint Bul. #1785-23, .25). Supt. of Doc.

PETROLEUM ENGINEERING (See also OIL INDUSTRY)

"Careers in Petroleum Engineering" (18p., free). Society of Petroleum Engineers of AIME.

PHARMACY

"Opportunities in Pharmacy Careers" (2.45). Vocational Guidance Manuals.

"Pharmacists Work for Better Community Health" (10p., free).

"You in Pharmacy" (free). Eli Lilly & Co.

"Rx for Your Future" (free). Norwich Pharmacal Co.

"See Your Future in Pharmacy" (free). American Pharmaceutical Assoc.

"Six Came to Montana" (20p., free). Schering Labs.

"Your Career Opportunities in Pharmacy" (30p., free). Pfizer.

"Your Future in Pharmacy" (1.95). Arco.

"Your Future in Research at McNeil Laboratories" (12p., free),

"Selling With McNeil" (10p., free), "The McNeil Story"

(24p., free). McNeil Labs.

PHOTOGRAPHY

"Focus on Your Future" (free), "Directory of College and Universities Offering Photography Instruction" (27p., free). Photographic Art & Science Foundation.

"Opportunities in Photography Careers" (1.95). Vocational Guidance Manuals.

PHYSICAL EDUCATION (See also COACHING; RECREATION)

"Your Future as a Teacher of Elementary School Physical Education" (.10). American Alliance for Health, Phys. Ed., & Rec.

PHYSICAL SCIENCES

"Career Education and Physical Sciences" (2.60). Houghton Mifflin.

PHYSICAL THERAPY (See also HANDICAPPED; OCCUPATIONAL THERAPY)

"Careers in Activity and Therapy Fields" (36p., 1.00). American Alliance for Health, Phys. Ed., & Rec.

"Careers in Physical Therapy" (free). American Phys. Therapy Assoc.

"Education for Physical Therapy" (1.00). American Physical Therapy Assoc.

"Opportunities in Physical Therapy" (2.45). Vocational Guidance Manuals.

PHYSICS

"You Can Make a Better World Through the Wise Use of Science" (leaflet, free). American Institute of Physics.

PHYSIOLOGY

"Careers in Physiology" (24p., free). American Physiological Soc.

PODIATRY

"Opportunities in a Podiatry Career" (1.95). Vocational Guidance Manuals.

"Students - Consider a Career in Podiatry" (free), "Doctor of Podiatric Medicine" (free), "Podiatry Education - General Information to Prospective Students of Podiatric Medicine" (free). American Podiatry Assoc.

POLLUTION CONTROL (See also ECOLOGY; ENVIRONMENT)

Write: U.S. Dept. of Health, Public Health Service.

PROFESSIONS

"Professions in America" (1.95). Beacon Press.

PSYCHIATRY

"Career Opportunities for Psychiatrists at the National Institute of Mental Health" (free). National Institute of Mental Health.
"Careers in Psychiatry" (2.00), "The Psychiatrist" (free), "The Psychiatric Aide" (free). National Assoc. for Mental Health.

OTHER SOURCES: American Psychiatric Assoc.

PSYCHOLOGY

"A Career in Psychology" (free). American Psychological Assoc.
"Careers in Psychology" (28p., .60). American Psychological Assoc.
"Careers in Psychology" (21p., 1.00). B'nai B'rith.
"The Clinical Psychologist" (free). National Assoc. for Mental Health.
"The Counseling Psychologist" (18p., .25). Teachers College Press.
"Opportunities in Psychology Careers Today" (128p., 2.95). Vocational Guidance Manuals.
"Psychologist" (7p., .45). Careers, Largo, Fla.
"Psychologists" (Reprint Bul. #1785-105, .25). Supt. of Doc.
"Psychology" (Series C19, 24p., .95). Catalyst.
"Psychology" (Series E19, 16p., .70). Catalyst.
"Psychology as a Profession" (10p., free). American Psychological Assoc.
"Psychology: Where to Begin" (16p., 1.00). American Psychological Assoc.

PUBLIC RELATIONS

"Careers in Public Relations" (12p., free). Public Relations Society of America.
"An Occupational Guide to Public Relations" (free). Public Relations Society of America.

PUBLISHING (See also WRITING)

"Opportunities in Publishing Careers" (2.95). Vocational Guidance Manuals.
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RADIATION SCIENCE (See also NUCLEAR SCIENCE)

Write: U.S. Atomic Energy Commission.

REAL ESTATE

"How to Build a Fortune Investing in Land" (2.95). Prentice-Hall.
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"The Therapeutic Recreation Specialist" (free). Joyce L. Kennedy.
OTHER SOURCES: National Recreation & Park Assoc.

RED CROSS

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- "The Complete Guide to Retirement" (2.95). Prentice-Hall.
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OTHER SOURCES: Sales & Marketing Executives International.

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- "Careers for Women in the Veterans Administration" (17p., free).
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- "Washington Opportunities for Women" (2.00). Luce Inc.
- "Where Women Work - An Analysis by Industry and Occupation" (13p., reprint 2964, free). U.S. Dept. of Labor, Bureau of Labor Statistics.
- "Why Not be an Apprentice?" (6 leaflets: engineer, medical technologist, technical writer, urban planner, optometrist, .25 each). U.S. Dept. of Labor, JFK Fed. Bldg.
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- "Women in the Professions, 1870-1970" (#2968, free), "Women in Professional Training" (#2969, free). U.S. Dept. of Labor, Bureau of Labor Statistics.
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 American Pharmaceutical Association, Order Desk, 2215 Constitution
 Ave. N.W., Wash., DC 20037.
 American Physical Therapy Association, Div. of Education, 1156
 Fifteenth St. N.W., Wash., DC 20005.
 American Physiological Society, Education Office, 9650 Rockville
 Pike, Bethesda, Md. 20014.
 American Podiatry Association, Dept. of Public Affairs, 20 Chevy
 Chase Circle N.W., Wash., DC 20015.
 American Psychiatric Association, 1700 Eighteenth St. N.W., Wash.,
 DC 20009.
 American Psychological Association, 1200 Seventeenth St. N.W.,
 Wash., DC 20036.
 American Public Works Association, 1313 E. 60th St., Chicago,
 Ill. 60637.
 American Society for Engineering Education, Suite 400, One Dupont
 Circle, Wash., DC 20036.
 American Society for Metals, Office of Career Development, Metals
 Park, Ohio 44073.
 American Society for Microbiology, 1913 I. St. N.W., Wash., DC 20006.
 American Society of Agricultural Engineers, 2950 Niles Rd., St.
 Joseph, Mich. 49085.
 American Society of Agronomy, 677 S. Segoe Rd., Madison, Wis. 53711.
 American Society of Civil Engineers, 345 E. 47th St., NY, NY 10017.
 American Society of Heating, Refrigerating, and Air Conditioning
 Engineers, 345 E. 47th St., NY, NY 10017.
 American Society of Landscape Architects, 1750 Old Meadow Rd.,
 McLean, Va. 22101.
 American Society of Radiologic Technologists, 500 N. Michigan Ave.,
 Chicago, Ill. 60611.
 American Society of Safety Engineers, 850 Busse Highway, Park
 Ridge, Ill. 60060.
 American Speech & Hearing Association, 9030 Old Georgetown Rd.,
 Wash., DC 20014.
 American Statistical Association, Room 640, 806 Fifteenth St. N.W.,
 Wash., DC 20005.
 American Technical Society, 848 E. 58th St., Chicago, Ill. 60637.
 American Textile Manufacturers Institute, Public Relations Div.,
 400 S. Tryon St., Charlotte, N.C. 28285.
 American Trucking Associations, Educational Services, Public
 Relations Dept., 1616 P. St. N.W., Wash., DC 20036.
 American Vocational Association, 1510 "H" St. N.W., Wash., DC 20005.
 American Watchmakers Institute, Bx 11011, Cincinnati, Ohio 45211.
 American Welding Society, 2501 N.W. 7th St., Miami, Fla. 33125.

Arc Books, Arco Pub. Co., 219 Park Ave. South, NY, NY 10003.
Archaeological Institute of America, 260 W. Broadway, NY, NY 10013.
Arco Publishing Co., 219 Park Ave. South, NY, NY 10003.
Armstrong Cork Co., Public Affairs Dept., Lancaster, Pa. 17604.
Association for Communication Administration, 5205 Leesburg Pike,
Falls Church, Va. 22041.
Association for Education of the Visually Handicapped, 919 Walnut
St., 4th Floor, Philadelphia, Pa. 19107.
Association of American Geographers, 1710 - 16th St. N.W., Wash.,
DC 20009.
Association of Independent Colleges & Schools, Guidance Dept.,
Suite 401, 1730 M. St. N.W., Wash., DC 20036.

Ball State University, Dr. George W. Jones, Sec.-Treas. COSPA,
Muncie, Ind. 47306. **B**
Bantam Books, 666 Fifth Ave., NY, NY 10019.
Barron's Educational Service, 113 Crossways Park Dr., Woodbury,
NY, NY 11797.
Bausch & Lomb, Dept. 6606, 1400 N. Goodman St., Rochester, NY 14602.
Beacon Press, 25 Beacon St., Boston, Mass. 02108.
Bellman Pub. Co., P.O. Box 164, Arlington, Mass. 02174.
Berkley Pub. Corp., 200 Madison Ave., NY, NY 10016.
B'nai B'rith Career Counseling Services, 1640 Rhode Island Ave.
N.W., Wash., DC 20036.
Borden Pub. Co., 1855 W. Main St., Alhambra, Calif. 91801.
Botanical Society of America, Secretary, New York Botanical Garden,
Bronx, NY 10458.
Bowling Green State University, Dr. Gerald L. Saddlemire, College
Student Personnel Dept., Rm. 318 Education, Bowling Green,
Ohio 43403.
Boy Scouts of America, Personnel & Training Div., New Brunswick,
NY 08902.
Boys' Clubs of America, 771 First Avenue, NY, NY 10017.
Branden Press, 221 Columbus Ave., Boston, Mass. 02116.
Braniff Education Systems, P.O. Box 45174, Exchange Park, Dallas,
Tex. 75245.
Broadman, Nashville, Tenn. 37234.
Brookings Institution, 1775 Massachusetts Ave. N.W., Wash., DC
20036.
Bruce Pub. Co., Macmillan Pub. Co., Riverside, NJ 08075.
Bureau of Apprenticeship & Training, U.S. Dept. of Labor, Manpower
Admin., Main Labor Bldg., 14th & Constitution, Wash., DC 20210.
Bureau of Mines, Chief, Div. of Personnel, U.S. Dept. of the
Interior, 2401 E. St. N.W., Wash., DC 20241.

Cahners Books International, V.P. of Marketing, 221 Columbus Ave.,
Boston, Mass. 02116. **C**
California Employment Development Dept., 800 Capitol Mall,
Sacramento, Calif. 95814.
Camp Fire Girls, 1740 Broadway, NY, NY 10019.
Careers, Washington, DC 20202.
Careers, Inc., 1211 - Tenth St. S.W., P.O. Box 135, Largo, Fla. 33540.
Catalyst, 14 E. 60th St., NY, NY 10022.
Chain Store Publishing Corp., 425 Park Ave., NY, NY 10022.

Chamber of Commerce of U.S., 1615 H. St. N.W., Wash., DC 20006.
 Chemical Institute of Canada, Membership Services, Suite 906,
 151 Slater St., Ottawa, Ontario, Canada K1P 5H3.
 Christian Science Monitor, Reprints, P.O. Box 527, Back Bay
 Station, Boston, Mass. 02117.
 Chronicle Guidance Publications, Moravia, NY 13118.
 College Entrance Examination Board, Publications Office, 888 Seventh
 Ave., NY, NY 10019.
 College Placement Council, P.O. Box 2263, 65 E. Elizabeth Avenue,
 Bethlehem, Pa. 18001.
 Collier Books, 866 Third Ave., NY, NY 10022.
 Columbia Ribbon & Carbon Mfg. Co., Advertising Dept., Glen Cove,
 NY 11542.
 Committee for Economic Development, Distribution Div., 477 Madison
 Ave., NY, NY 10022.
 Computer & Business Equipment Manufacturers Association, 1828 L.
 St. N.W., Wash., DC 20036.
 Consumer Information Center, Public Documents Distribution Center,
 Pueblo, Colo. 81009.
 Consumers & Marketing Service, U.S. Dept. of Agriculture, Wash.,
 DC 20250.
 Cooperative Education Association, Drexel University, Philadelphia,
 Pa. 19104.
 Copy-Write Artograph Co., 1865 - 77th St., Brooklyn, NY 11214.
 Corn Refiners Association, 1001 Connecticut Ave. N.W., Wash.,
 DC 20036.
 Cosmetology Accrediting Commission, 25755 Southfield Rd., Southfield,
 Mich. 48075.
 Council for Exceptional Children, Publications Sales, 1920
 Association Drive, Reston, Va. 22091.
 Council on Hotel, Restaurant, & Institutional Education, 1522 K.
 St. N.W., Wash., DC 20005.
 Council on Social Work Education, 345 E. 46th St., NY, NY 10017.
 Culinary Institute of America, North Road, Hyde Park, NY 12538.

Dale E. Shaffer, Library Consultant, 437 Jennings Ave., Salem,
 Ohio 44460. **D**
 Data Processing Management Association, Communications Dept.,
 505 Busse Highway, Parkridge, Ill. 60068.
 Dean of School of Forestry, Oregon State University, Corvallis,
 Oregon 97331.
 Dell Pub. Co., 1 Dag Hammarskjold Plaza, 245 E. 47th St., NY,
 NY 10017.
 Delta Air Lines, Public Relations, Hartsfield Atlanta International
 Airport, Atlanta, Ga. 30320.
 Dept. of the Army, Hq., U.S. Army Recruiting Command, Ft. Sheridan,
 Ill. 60037.
 Dept. of the Navy, Commander Navy Recruiting Command, Wash., DC
 20370.
 Doubleday & Co., 501 Franklin Ave., Garden City, NY 11530.

Eastern Airlines, Supervisor Flight Attendant Recruitment,
 Miami International Airport, Miami, Fla. 33148. **E**
 Eastman Kodak Co., Dept. 412L, 343 State St., Rochester, NY 14650.

Edmund Scientific Co., 555 Edscorp Bldg., Barrington, NJ 08007.
Education & Training Associates, P.O. Box 370, Somerville, NJ 08876.
Electronic Computer Program Institute, Empire State Bldg., NY,
NY 10001
Electronics Industry Association, 2001 I. St. N.W., Wash., DC 20006.
Eli Lilly & Co., Public Relations Services, P.O. Box 618, 307 E.
McCarty St., Indianapolis, Ind. 46206.
Energy Research & Development Admin., Technical Information Center,
P.O. Box 62, Oak Ridge, Tenn. 37830.
Engineers' Council for Professional Development, Publications
Office, 345 E. 47th St., NY, NY 10017.
Equal Employment Opportunity Commission, Publications Unit, 2401
E. St. N.W., Wash., DC 20506.
Executive Enterprises, 10 Columbus Circle, NY, NY 10019.
Exposition Press, Jericho, NY 11753.

Fairchild Books, 7 E. 12th St., NY, NY 10003.
Farmers Home Administration, U.S. Dept. of Agriculture, Wash.,
DC 20250.
Fearon Publications, 6 Davis Dr., Belmont, Calif. 94002.
Federal Aviation Administration, U.S. Dept. of Transportation,
Wash., DC 20535.
Federal Bureau of Investigation, Dept. of Justice Bldg., Wash.,
DC 20535.
Food & Drug Administration, Consumer Affairs Staff, 5600 Fishers
Lane, Rockville, Md. 20852.
Food & Nutrition Service, U.S. Dept. of Agriculture, Wash., DC 20250.
Ford Foundation, Office of Reports, 320 E. 43 St., NY, NY 10017.
Ford Motor Co., Central Placement Service, World Hq. Bldg., One
American Rd., Dearborn, Mich. 48121.

Gemological Institute of America, 11940 San Vicente Blvd., Los
Angeles, Calif. 90049.
General Aviation Manufacturers Association, Suite 1215, 1025
Connecticut Ave. N.W., Wash., DC 20036.
General Electric Co., Publication List for Universities, 705
Corporations Park, Scotia, NY 12305.
General Motors Corp., Public Relations Staff, General Motors Bldg.,
Detroit, Mich. 48202.
Girl Scouts of USA, 830 Third Ave., NY, NY 10022.
Graphic Arts, Technical Foundation, Education Council, 4615 Forbes
Ave., Pittsburgh, Pa. 15213.
Graphic Arts International Union, Education Dept., 1900 L. St.
N.W., Wash., DC 20036.
Grosset & Dunlap, 51 Madison Ave., NY, NY 10010.

Hawthorn Books, 260 Madison Ave., NY, NY 10016.
Hippocrene Books, 171 Madison Ave., NY, NY 10016.
Hobart School of Welding Technology, Troy, Ohio 45373.
Hospital Financial Management Association, 840 N. Lake Shore Dr.,
Chicago, Ill. 60611.
Houghton Mifflin Co., 2 Park St., Boston, Mass. 02107.

Illuminating Engineers Society, 345 E. 47th St., NY, NY 10017.
Institute for Research, 610 S. Federal St., Chicago, Ill. 60605.
Institute of Food Technologists, Suite 2120, 221 N. LaSalle St.,
Chicago, Ill. 60601.
Institute of International Studies, 215 Moses Hall, University
of California, Berkeley, Calif. 94720.
Institute of Life Insurance, Education Div., 277 Park Ave., NY,
NY 10017.
Institute of Scrap Iron & Steel, 1729 H. St. N.W., Wash., DC 20006.
Insurance Information Institute, 110 William St., NY, NY 10038.
Internal Revenue Service, Director of Personnel Div., U.S. Dept.
of the Treasury, 1111 Constitution Ave. N.W., Wash., DC 20224.
IBM Corp., Mr. M.J. Sullivan, Special Communications Programs,
Armonk, NY 10504.
International Chiropractic Association Education Committee, 741
Brady St., Davenport, Iowa 52808.
International Fabricare Institute, Guidance Dept., P.O. Box 940,
Joliet, Ill. 60434.
International Society Committee on Pathological Information,
9650 Rockville Pike, Bethesda, Md. 20014.
Intersociety Committee on Pathology Information, 9650 Rockville
Pike, Bethesda, Md. 20014.
Interstate, 19-27 N. Jackson St., Danville, Ill. 61832.

J.G. Ferguson Publishing Co., 6 North Michigan Ave., Chicago,
Ill. 60602.
John Day Co., 666 Fifth Ave., NY, NY 10019.
Johns Hopkins Press, Baltimore, Md. 21218.
Joyce Lain Kennedy, Career Corner, 1160 Rockville Pike, Rockville,
Md. 20852.
Junior Engineers' Technical Society, 345 E. 47th St., NY, NY 10017.

Ken-Books, 1368 Ninth Ave., San Francisco, Calif. 94122.
Know, Inc., P.O. Box 86031, Pittsburgh, Pa. 15221.

LaSalle Extension University, 417 S. Dearborn St., Chicago,
Ill. 60605.
Law Enforcement Assistance Administration, U.S. Dept. of Justice,
National Institute of Law Enforcement, Wash., DC 20531.
Life Insurance Marketing & Research Association, 170 Sigourney
St., Hartford, Conn. 06105.
LIM Press, 12 E. 53rd St., NY, NY 10022.
Longman, 19 West 44th St., NY, NY 10036.
Lucas Bros. Publications, 909 Lowry St., Missouri Store Bldg.,
Columbia, Missouri 65201.
Luce Inc., David McKay Co., 750 Third Ave., NY, NY 10017.

McGraw Hill Book Co., 1221 Avenue of the Americas, NY, NY 10020.
Macmillan Pub. Co., 252B Brown St., Riverside, NJ 08075.
McNeil Labs., Camp Hill Rd., Fort Washington, Pa. 19034.
Mail Control Unit, Employment Development Dept., 800 Capitol
Mall, Sacramento, Calif. 95814.

Manufacturing Chemists Association, 1825 Connecticut Ave. N.W.,
Wash., DC 20009.
Marine Corps Hq. (Code DPC), Wash., DC 20380.
Massachusetts Institute of Technology, Admissions Office, Rm. 3-103,
77 Massachusetts Ave., Cambridge, Mass. 02139.
Material Handling Institute, c/o Shea Management, 1326 Freeport
Rd., Pittsburgh, Pa. 15238.
Mathematical Association of America, 1225 Connecticut Ave. N.W.,
Wash., DC 20036.
Metallurgical Society of AIME, 345 E. 47th St., NY, NY 10017.
Metropolitan Life Insurance Co., Health & Welfare Div., One Madison
Ave., NY, NY 10010.
Miami Seaquarium Public Information Office, 30 Rickenbacker Causeway,
Miami, Fla. 33149.
Milady Pub. Corp., 3839 White Plains Rd., Bronx, NY 10467.
Monarch Press, 1 W. 39th St., NY, NY 10018.
Mortgage Bankers Assoc. of America, 1707 H. St. N.W., Wash., DC
20006.
Motor Vehicle Mfrs. Assoc., 320 New Center Bldg., Detroit, Mich.
48202.
Music Educators National Conference, 1902 Association Drive,
Reston, Va. 22091.

National Aeronautics and Space Administration, Wash., DC 20546.
National Aerospace Education Association, 806 - 15th St. N.W.,
Wash., DC 20005.
National Association for Mental Health, 1800 N. Kent St.,
Arlington, Va. 22209.
National Association for Music Therapy, P.O. Box 610, Lawrence,
Kan. 66044.
National Association for Retarded Children, 2709 Avenue E. East,
P.O. Box 6109, Arlington, Tex. 76011.
National Association for Retarded Citizens, NARC - Civilian
Public Information Inquiries Prog., P.O. Box 6109, Arlington,
Tex. 76011.
National Association for Women Deans, Administrators, and
Counselors, 1028 Connecticut Ave. N.W., Suite 922, Wash.,
DC 20036.
National Association of Barber Schools, 338 Washington Ave.,
Huntington, W. Va. 25701.
National Association of Broadcasters, 1771 N. St. N.W., Wash.,
DC 20036.
National Association of Cosmetology Schools, 599 So. Livingston
Ave., Livingston, NJ 07039.
National Association of Dental Labs., 3801 Mt. Vernon Ave.,
Alexandria, Va. 22305.
National Association of Food Chains, 1725 Eye St. N.W., Wash.,
DC 20006.
National Association of Life Underwriters, Women Leaders Round
Table, 1922 F. St. N.W., Wash., DC 20006.
National Association of Schools of Art, 11250 Roger Bacon Dr.,
No. 5, Reston, Va. 22090.
National Association of Social Workers, Social Work Careers,
2 Park Ave., NY, NY 10016.
National Association of Trade and Technical Schools, 2021 L. St.
N.W., Wash., DC 20036.

National Board of the YWCA, Personnel Service, 600 Lexington Ave., NY, NY 10022.

National Coal Association, Education Div., Coal Bldg., Seventeenth St. N.W., Wash., DC 20036.

National Commission on Teacher Education and Professional Standards, National Education Assoc., 1201 - 16th St. N.W., Wash., DC 20224.

National Consumer Finance Association, Central Order Desk, 1000 Sixteenth St. N.W., Wash., DC 20036.

National Council of Administrative Women in Education, 1815 Fort Myer Dr. N., Arlington, Va. 22209.

National Council of Teachers of Mathematics, 1906 Association Drive, Reston, Va. 22091.

National Council of the Churches of Christ in the USA, Professional Church Leadership, Rm. 770, 475 Riverside Dr., NY, NY 10027.

National Council of YMCA's, Personnel Dept., 291 Broadway, NY, NY 10007.

National Council on Crime and Delinquency, Continental Plaza, 411 Hackensack Ave., Hackensack, NJ 07601.

National Criminal Justice Ref. Service, Box 24036, S.W. Post Office, Wash., DC 20024.

National Easter Seal Society for Crippled Children & Adults, 2023 W. Ogden Avenue, Chicago, Ill. 60612.

National Education Association, Publications Order Dept., Academic Bldg., Saw Mill Rd., West Haven, Conn. 06516.

National Educational Advertising Services, 360 Lexington Ave., NY, NY 10017.

National Federation of Licensed Practical Nurses, 250 W. 57th St., NY, NY 10019.

National Fire Protection Association, 470 Atlantic Ave., Boston, Mass. 02210.

National Forest Products Association, 1619 Massachusetts Ave. N.W., Wash., DC 20036.

National Health Council, Box 40, Radio City Station, 1740 Broadway, NY, NY 10019.

National Institute of Dry Cleaning, The Registrar, 909 Burlington Ave., Silver Spring, Md. 20910.

National Institute of Education, Career Education, Rm. 600, 1200 - 19th St. N.W., Wash., DC 20208.

National Institute of Mental Health, 5600 Fishers Lane, Rockville, Md. 20852.

National League for Nursing, Publications Order Unit, 10 Columbus Circle, NY, NY 10019.

National Observer, Director of College/School & Camp Dept., 22 Cortland St., NY, NY 10007.

National Oceanographic Association, 1900 L. St. N.W., Suite 301, Wash., DC 20036.

National Park Service Career Employment, U.S. Dept. of the Interior, Wash., DC 20240.

National Recreation & Park Association, 1700 Pennsylvania Ave. N.W., Wash., DC 20006.

National Rehabilitation Counseling Association, 1522 K. St. N.W., Wash., DC 20005.

National School of Heavy Equipment Operators, P.O. Box 8529, Charlotte, N.C. 28208.

National Science Teachers Association, 1742 Connecticut Ave. N.W., Wash., DC 20009.

National Secretaries Association, 2440 Pershing Rd., Suite G-10,
Crown Center, Kansas City, Mo. 64108.
National Shorthand Reporters Association, 2361 S. Jefferson Davis
Highway, Suite 608, Arlington, Va. 22202.
National Society for Medical Research, 1330 Massachusetts Ave. N.W.,
Suite 103, Wash., DC 20005.
National Society for the Prevention of Blindness, 79 Madison Ave.,
NY, NY 10016.
National Tool, Die, and Precision Machine Association, 9300
Livingston Rd., Wash., DC 20022.
National Underwriter, 420 E. 4th St., Cincinnati, Ohio 45202.
Navy Opportunity Information Center, P.O. Box 2000, Pelham Manor,
NY 10803.
Nelson Pub. Co., P.O. Box 229, Appleton, Wis. 54911.
New American Library, 1301 Avenue of the Americas, NY, NY 10019.
New Jersey Institute of Technology, Public Relations Office, 323
High St., Newark, NJ 07102.
New Outlook Publications, 205 W. 19th St., 9th Floor, NY, NY 10011.
New York State College of Agriculture & Life Sciences, Dept. of
Agricultural Engineering, Cornell University, Ithaca, NY 14853.
New York Stock Exchange, School & College Relations, 11 Wall St.,
NY, NY 10005.
New York Times, Education Advertising Dept., Times Square, NY,
NY 10036.
Newspaper Fund, P.O. Box 300, Princeton, NJ 08540.
Norwich Pharmacal Co., Public Relations Dept., Norwich, NY 13815.

Occupational Outlook Service, U.S. Dept. of Labor, 441 G. St.
N.W., Room 2734, Wash., DC 20009.
Ohio Bureau of Employment Services, 145 S. Front St., P.O. Box
1618, Columbus, Ohio 43216.
Ohio State University, Dept. of Agricultural Engineering, 2073
Neil Ave., Columbus, Ohio 43210.
Olin Corp., Winchester-Western Div., Conservation Dept., East
Alton, Ill. 62024.
Olympus Pub. Co., 2 Olympus Plaza, 1670 E. 13th St., Salt Lake
City, Utah 84105.
Optical Society of America, 2100 Pennsylvania Ave. N.W., Wash.,
DC 20037.
Oregon State University Press, Box 689, Corvallis, Oregon 97331.

Pendulum Press, Academic Press, Saw Mill Rd., West Haven, Conn.
06516.
Pennsylvania Bureau of Employment Security, 1800 - 7th & Forster
Streets, Harrisburg, Pa. 17121.
Pfizer Inc., Informational Services Dept., 235 E. 42nd St., NY,
NY 10017.
Photographic Art & Science Foundation, Exec. Dir., 1090 Executive
Way, Des Plaines, Ill. 60018.
Pilot Books, 347 Fifth Ave., NY, NY 10016.
Pocket Books, 630 Fifth Ave., NY, NY 10020.
Prentice Hall, Englewood Cliffs, NJ 07632.
President's Committee on Employment of the Handicapped, Dept. of
Labor Bldg., Wash., DC 20210.

Prudential Insurance Co., Public Relations Dept., Box 36, Newark,
NJ 07101.
Public Affairs Pamphlets, 381 Park Ave. S., NY, NY 10016.
Public Health Service, U.S. Dept. of Health, Education, and Welfare,
Health Resources Administration, National Institutes of
Health, BHRD Information Office, Bldg. 31, Room 5B-63,
Bethesda, Md. 20014.
Public Relations Society of America, Career Information Service,
845 Third Ave., NY, NY 10022.
Purdue University, Dept. of Animal Sciences, 104 Smith Hall, West
Lafayette, Ind. 47907.

R.G. Hadley Co., P.O. Box 5306, Salem, Oregon 97304.
Radio Television News Directors Association, Exec. Sec., WKAR
AM-FM, Michigan State University, East Lansing, Mich. 48824.
Rand McNally & Co., P.O. Box 7600, Chicago, Ill. 60680.
Random House, 400 Hahn Rd., Westminster, Md. 21157.
Registry of Medical Technicians, P.O. Box 4872, Chicago, Ill. 60680.
Research Division, National Education Association, 1201 - 16th St.
N.W., Wash., DC 20036.
Research for Better Schools, Director, 1700 Market St.,
Philadelphia, Pa. 19103.
Retail Jewelers of America, 10 Rooney Circle, West Orange, NJ 07052.
Richard Rosen Press, 29 E. 21 St., NY, NY 10010.
Rural Electrification Administration, U.S. Dept. of Agriculture,
Wash., DC 20250.
Ryder Technical Institute, 53 Perimeter Center East N.W., Suite
100, Atlanta, Ga. 30346.

Sales & Marketing Executive International, Student Education
Div., 630 Third Ave., NY, NY 10017.
Sales Association of the American Chemical Industry, 50 E. 41st
St., NY, NY 10017.
Sams & Co., 4300 W. 62nd St., Box 558, Indianapolis, Inc. 46206.
Schering Labs, Information Services-Advertising, Galloping Hill
Rd., Kenilworth, NJ 07033.
Schocken Books, 200 Madison Ave., NY, NY 10016.
Scientific Manpower Commission, 1776 Massachusetts Ave. N.W.,
Wash., DC 20036.
Sigma Delta Chi, Professional Journalism Society, 35 E. Wacker
Dr., Chicago, Ill. 60601.
Simon & Schuster, 1 W. 39th St., NY, NY 10018.
Small Business Administration, 1441 L. St. N.W., Wash., DC 20416.
Smithsonian Institution, National Air & Space Museum Library,
900 Jefferson Dr. S.W., Wash., DC 20560.
Social and Rehabilitation Service, Publications Dist. Section,
Rm. G-115B, 330 C St. S.W., Wash., DC 20201.
Society for Industrial & Applied Mathematics, 33 S. 17th St.,
Philadelphia, Pa. 19103.
Society for Public Health Education, Suite 408, 655 Sutter St.,
San Francisco, Calif. 94102.
Society of Actuaries, 208 S. LaSalle St., Chicago, Ill. 60604.
Society of American Foresters, 1010 Sixteenth St. N.W., Wash.,
DC 20036.

Society of Automotive Engineers, Member Relations, 400 Commonwealth Dr., Warrendale, Pa. 15086.
 Society of Exploration Geophysicists, P.O. Box 3098, Tulsa, Okla. 74101.
 Society of Fire Protection Engineers, 60 Batterymarch St., Boston, Mass. 02110.
 Society of Manufacturing Engineers, 20501 Ford Rd., Dearborn, Mich. 48128.
 Society of Mining Engineers of AIME, P.O. Box 8800, 540 Arapsee Dr., Research Park, Salt Lake City, Utah 84108.
 Society of Naval Architects & Marine Engineers, 74 Trinity Place, NY, NY 10006.
 Society of Petroleum Engineers of AIME, 6200 N. Central Expressway, Dallas, Tex. 75206.
 Society of Women Engineers, United Engineering Center, 345 E. 47 St., Room 305, NY, NY 10017.
 Soil Conservation Service, U.S. Dept. of Agriculture, Wash., DC 20250.
 Soil Conservation Society of America, 7515 N.E. Ankeny Rd., Ankeny, Iowa 50021.
 Soil Science Society of America, 677 South Segoe Rd., Madison, Wis. 53711.
 South-Western Publishing Co., 5101 Madison Rd., Cincinnati, Ohio 45227.
 Stanwix House, 3020 Chartiers Ave., Pittsburgh, Pa. 15204.
 State of Oregon, Dept. of Employment, Salem, Oregon 97310.
 State University College of Environmental Science & Forestry, Office of Public Service & Continuing Education, Syracuse, NY 13210.
 Suffolk University, Psychological Services, 41 Temple St., Boston, Mass. 02114.
 Sunkist Growers, 14130 Riverside Dr., Sherman Oaks, Calif. 91423.
 Superintendent of Documents, U.S. Gov. Printing Office, Wash., DC 20402.

Teachers College Press, Columbia University, 525 W. 120th St., NY, NY 10027.
 Trans World Air Lines, 10 Richard Rd., Kansas City, Mo. 64105.

Unipub, P.O. Box 433, Murray Hill Station, NY, NY 10016.
 United Air Lines School & College Service, O'Hare International Airport, P.O. Box 66140, Chicago, Ill. 60666.
 United Business Schools Association, 1730 M. St. N.W., Wash., DC 20036.
 U.S. Air Force Academy, Registrar's Office, Colorado Springs, Colo. 80840.
 USAF Recruiting Service, Box X, Randolph AFB, Tex. 78148.
 U.S. Atomic Energy Commission, Technical Information Center, P.O. Box 62, Oak Ridge, Tenn. 37830.
 U.S. Bureau for the Handicapped, 400 Maryland Ave. S.W., Wash., DC 20202.
 U.S. Civil Service Commission, Job Information Center, Washington Area Office, Wash., DC 20415.
 U.S. Coast Guard, Office of Public Affairs, Commandant, 400 Seventh St. S.W., Wash., DC 20590.
 U.S. Dept. of Agriculture, Agricultural Marketing Service, Wash., DC 20250.

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U.S. Dept. of Health, Public Health Service, Div. of Water Supply
 & Pollution Control, Wash., DC 20402.
 U.S. Dept. of Labor, 601 D. St. N.W., Wash., DC 20213.
 U.S. Dept. of Labor, Bureau of Labor Statistics, Wash., DC 20212.
 U.S. Dept. of Labor, John F. Kennedy Fed. Bldg., Gov. Center,
 Boston, Mass. 02203.
 U.S. Dept. of State, Employment Div., Wash., DC 20520.
 U.S. Environmental Protection Agency, 401 M. St. S.W., Wash., DC
 20160.
 U.S. Merchant Marine Academy, Admissions Officer, King's Point,
 NY 11024.
 U.S. Military Academy, Director of Admissions, West Point, NY 10996.
 U.S. Office of Education, Dept. of Health, Education, and Welfare,
 Wash., DC 20202.
 Universal Publishing & Distributing Corp., Award Books, 350
 Kennedy Dr., Hauppauge, NY 11788.
 University of Chicago Press, 11030 S. Langley Ave., Chicago, Ill.
 60628.
 University of International Studies, 215 Moses Hall, Berkeley,
 Calif. 94720.
 University of Rhode Island, Marine Advisory Service, Narragansett
 Bay Campus, Narragansett, Rhode Island 02882.
 University of Southern California Press, University Park, Los
 Angeles, Calif. 90007.
 University of Toronto, Guidance Centre, Faculty of Education,
 1000 Yonge St., Toronto, Ontario, Canada M4W 2K8.

 Vanguard Press, 424 Madison Ave., NY, NY 10017.
 Veterans Administration, Forms & Publications Depot, 2625
 Shirlington Rd., Arlington, Va. 22206.
 Vocational Guidance Manuals, 620 S. 5th St., Louisville, Ky 40202.

 WWW Information Services, Box 3660, Rochester, NY 14609.
 Wayne School, 417 S. Dearborn St., Chicago, Ill. 60605.
 Western Wood Products Association, 1500 Yeon Bldg., Portland,
 Oregon 97204.
 William-Frederick Press, 55 E. 86th St., NY, NY 10028.
 Wisconsin Dept. of Public Instruction, Div. of Handicapped Children,
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